

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

Minutes  
June 29, 2017

The Board of Directors met at the MAPA offices, 2222 Cuming Street, Omaha. Chairwoman Sanders called the meeting to order at 1:50 p.m.

**A. ROLL CALL/INTRODUCTIONS**

Members/Officers Present

Rita Sanders (Chair)	Mayor, City of Bellevue/Chair
Clare Duda	Douglas County Commissioner
Doug Kindig (left at 2:22 p.m.)	NE Small Cities/Counties Representative (Mayor, City of La Vista)
Gary Mixan	Sarpy County Commissioner
Cassie Paben (rep. Mayor Jean Stothert) (left at 2:22 p.m.)	Deputy Chief of Staff, City of Omaha
Matt Walsh	Mayor, City of Council Bluffs
Carol Vinton	IA Small Cities/Counties Representative (Mills County Board of Supervisors)

Members/Officers Absent

Patrick Bloomingdale	MAPA Secretary/Treasurer, Douglas County
Ben Gray	Omaha City Council
Tom Hanafan	Pottawattamie County Board of Supervisors

MAPA Staff

Grant Anderson	Court Barber	Christina Brownell	Sue Cutsforth
Melissa Engel	Don Gross	Greg Youell	

Guest

Tim Rohwer	Council Bluffs Nonpareil
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**B. APPROVAL OF THE MINUTES of the May 25, 2017 meeting – (Action)**

MOTION by Vinton, SECOND by Duda to approve the minutes of the May 25, 2017 meeting of the Board of Directors.

AYES: Duda, Kindig, Mixan, Paben, Sanders, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

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

Mr. Clare Duda reported that the Finance Committee met on June 21, 2017 and approved bills for June, reviewed April financial statements and approved contract payments. Items were forwarded to the Board of Directors for approval.

MOTION by Vinton, SECOND by Paben to approve the minutes of the June 21, 2017 Committee meeting.

AYES: Duda, Kindig, Mixan, Paben, Sanders, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

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

D. AGENCY REPORTS & PRESENTATIONS

1. Metro Traffic Incident Management (TIM) – HDR, Bernie Arseneau, Highways & Local Roads Director

Mr. Arseneau presented to the Board details around TIM and the impact this project has had on the Metro area. TIM is managing incidents that occur both planned and unplanned on the freeway system and avoiding secondary incidents. This project was a collaborative effort of police, fire, 911, sheriff, DOTs and others. This group was brought together to have a higher level of impact with more accountability and training. The driver of this is safety and quality of life, for both the responders and the public.

2. Agency Reports – (Info)

a. Executive Directors Report - Greg Youell, Executive Director

Mr. Youell provided an update to the Board on MAPA activities for the month of May. MAPA, the Census Bureau and Nebraska State Data Office will host two events at UNO on Thursday, July 20. The morning session is called the “Road to 2020” and is aimed at preparations for the 2020 Census and the afternoon session is called a “Community Dialog” and will include H2050 Equity & Engagement partners. Mr. Youell updated the Board on progress of some of MAPA’s projects that have reached major milestones. Chuck Karpf has retired from MAPA and the agency is now exploring options to administer the anticipated Housing Trust Fund grant for Valley and Waterloo. Mr. Youell also provided updates on community development activities, the Platte River Bridge – Highway 75 side path, Heartland 2050 activities and current RFPs (ROI Assessment, Bellevue Bridge, Transportation Support and Communications for Task Force and Long-Range Planning).

b. Communications Strategy - Sue Cutsforth, Information Officer

Ms. Cutsforth provided an update to the Board on the progress of MAPA’s Communications Strategy and specifically the progress of the social media strategy.

E. PUBLIC COMMENT –

None.

F. CONSENT AGENDA – (Action)

The Board considered Consent Agenda items listed below for approval.

1. Contract Final Payments with exceptions –

- a. Olsson Associates - \$271.53

2. Contract Amendments –

- a. Metro - Lease Agreement - \$34,800 for six months (\$5,800 each month)
- b. Steve Jensen - \$36,000 - extension of time to October 31, 2017
- c. JLUS - extension of time to December 31, 2017

3. Appointment of the FY 2018 Secretary / Treasurer –

The Board considered for approval the request to ratify the Chairperson’s appointment of Patrick Bloomingdale as Secretary/Treasurer for FY 2018.

4. FY 2018 Legal Counsel –

The Board considered for approval the request to ratify the Chairperson’s appointment of Paul Kratz as Legal Counsel for the FY 2018.

5. FY 2018 Depository - Depository Resolution –

The Board considered for approval the Finance Committee's recommendation of the Nebraska Public Agency Investment Trust (NPAIT) and American National Bank as Depositories for FY 2018 and the Executive Director, Director of Finance and Operations and Treasurer as Depositary for MAPA FY 2018.

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

AYES: Duda, Mixan, Sanders, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

G. OLD BUSINESS

1. FY 2017 – 2020 Transportation Improvement Program (TIP) Amendment #6 – (Action)

Mr. Court Barber presented to the Board for approval the FY 2017 - 2020 TIP Amendment #6. The first amendment is a change to Metro Transit's 2017 program of projects to allow for the addition of the FTA grant that was received. The additional changes are to include the JARC funding that will be spent by September 30, 2017.

MOTION by Duda, SECOND by Vinton to approve the FY 2017 - 2020 TIP Amendment #6.

AYES: Duda, Mixan, Sanders, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. Final FY 2018 – 2023 Transportation Improvement Program (TIP) – (Action)

Mr. Court Barber presented to the Board for approval the Final FY 2018 – 2023 Transportation Improvement Program.

MOTION by Duda, SECOND by Walsh to approve the Final FY 2018 – 2023 Transportation Improvement Program.

AYES: Duda, Mixan, Sanders, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

H. NEW BUSINESS

i. New Contracts – (Action)

Mr. Greg Youell presented to the Board for approval the contracts listed below.

- a. Douglas County - \$61,500 Federal & \$26,357 match
- b. Omaha Planning - \$55,000 Federal & \$23,572 match
- c. Omaha Planning - \$55,000 Federal & \$23,572 match
- d. Omaha Public Works - \$63,000 Federal & \$27,000 match
- e. Sarpy County - \$80,000 Federal & \$34,286 match
- f. Pottawattamie County - \$30,000 Federal & 12,857 match
- g. Papio-Missouri River NRD - \$8,000 Federal & \$3,429 match
- h. Metro Transit - \$80,000 Federal & \$34,286 match
- i. Pottawattamie County - CITIES Admin \$10,000

MOTION by Duda, SECOND by Vinton to approve the new contracts listed above.

AYES: Duda, Mixan, Sanders, Vinton, Walsh  
NAYS: None.  
ABSTAIN: None.  
MOTION CARRIED.

ii. East and West Nishnabotna Watershed Project Cooperation Agreement – (Action)

Mr. Don Gross presented to the Board for approval the East and West Nishnabotna Watershed Project Cooperation Agreement. Mills County is the primary recipient of the grant and the parties believe it is appropriate to have an agreement to develop a small committee to represent both counties and the two regional agencies that will administer the grants. The purpose of the agreement is to foster cooperation and communication.

MOTION by Duda, SECOND by Vinton to approve the East and West Nishnabotna Watershed Project Cooperation Agreement.

AYES: Duda, Mixan, Sanders, Vinton, Walsh  
NAYS: None.  
ABSTAIN: None.  
MOTION CARRIED.

iii. FY 2018 Salary Adjustment – (Action)

Mr. Youell presented to the Board for approval the FY 2018 Salary Adjustment. MAPA staff completed a market comparison of MAPA's salaries to those of comparable planning organization as well as member cities and counties. The Finance Committee met in a closed session to evaluate the proposal from MAPA staff. The Finance Committee Recommends to the Board of Directors a one-time salary adjustment effective July 1, 2017 which equates to 3.5% of the total current salaries. Individual staff will receive varying salary adjustments based on the results of the market analysis. The Finance Committee also recommends a 1% merit pool for FY 18.

MOTION by Walsh, SECOND by Mixan to approve a one-time salary adjustment equating to 3.5% increase of the total current salaries effective July 1, 2017 and a 1% merit pool for FY 18.

AYES: Duda, Mixan, Sanders, Vinton, Walsh  
NAYS: None.  
ABSTAIN: None.  
MOTION CARRIED.

iv. Admin Policy Amendment – (Action)

Mr. Youell presented to the Board for approval an amendment to the MAPA administrative policy as it refers to authorized use of an agency owned vehicle.

MOTION by Vinton, SECOND by Walsh to approve the Admin Policy Amendment.

AYES: Duda, Mixan, Sanders, Vinton, Walsh  
NAYS: None.  
ABSTAIN: None.  
MOTION CARRIED

v. Transit State of Good Repair (SGR) Performance Target – (Action)

Mr. Youell presented to the Board for approval the targets for Metro Transit's asset classes.

MOTION by Duda, SECOND by Vinton to approve the SGR Performance Target for Metro Transit.

AYES: Duda, Mixan, Sanders, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED

vi. FY 2018 MAPA COMMITTEES – (Action)

Mr. Youell presented to the Board for approval the FY 2018 MAPA committee member appointments.

MOTION by Duda, SECOND by Walsh to approve the FY 2018 MAPA Committees.

AYES: Duda, Gray, Hanafan, Kindig, Mixan, Sanders, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED

I. ADDITIONAL BUSINESS

Mr. Youell announced to the Board that nominations are now open for the Annual Awards. As requested, MAPA staff will send to the Board of Directors a link for the Annual Award nomination forms along with a listing of past award recipients.

J. DISCUSSION

K. ADJOURNMENT

Chairwoman Sanders adjourned the meeting at 3:12 p.m.