

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

Minutes
March 29, 2018

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
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
Jean Stothert	Mayor, City of Omaha
Matt Walsh	Mayor, City of Council Bluffs

Members/Officers Absent

Carol Vinton	IA Small Cities/Counties Representative (Mills County Board of Supervisors)
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MAPA Staff

Grant Anderson	Christina Brownell	Sue Cutsforth	Melissa Engel	Don Gross
Mike Helgersen	Karna Loewenstein	Amanda Morales	Greg Youell	

Guest

Troy Anderson – City of Omaha
Bruce Fountain – Nebraska Chapter of the American Planning Association (APA)

B. APPROVAL OF THE MINUTES of the February 22, 2018 meeting – (Action)

MOTION by Hanafan, SECOND by Stothert to approve the minutes of the February 22, 2018 meeting of the Board of Directors.

AYES: Duda, Hanafan, Kindig, Palermo, Sanders, Stothert, Walsh

NAYS: None.

ABSTAIN: Mixan

MOTION CARRIED.

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

Mr. Patrick Bloomingdale reported that the Finance Committee met on March 21, 2018 and approved bills for February, reviewed January financial statements and approved contract payments. Items were forwarded to the Board of Directors for approval.

MOTION by Hanafan, SECOND by Duda to approve the minutes of the March 21, 2018 Finance Committee meeting.

AYES: Duda, Hanafan, Kindig, Palermo, Sanders, Stothert, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

Approved by _____
Patrick Bloomingdale, Secretary/Treasurer

D. AGENCY REPORTS & PRESENTATIONS – (Info)

1. Agency Reports –

a. Planning Agency Award Presentation – Presented by Bruce Fountain, President, Nebraska Chapter of the American Planning Association (APA)

Mr. Bruce Fountain, President of the Nebraska Chapter of the American Planning Association, presented MAPA's awards from the APA's Annual Awards Ceremony. MAPA was awarded the following awards:

- The Urban Design Award for the Gretna Downtown Revitalization Plan and Design Guidelines in the City of Gretna
- The Transportation Plan Award for MAPA's 2017 Online Bike Map
- The Planning Agency Award for MAPA's work in the Omaha-Council Bluffs region

b. Employee Recognition –

Mr. Youell recognized the following employees for their service at MAPA:

- Mike Helgersen, 5 years of service (March 2018)
- Amanda Morales, 5 years of service (April 2018)
- Patti McCoy, retirement April 2018 (12.5 years of service)

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

Mr. Youell provided an update to the Board on MAPA activities including the TIP Fee Policy; Iowa and Nebraska state legislatures; Federal Omnibus Bill; NIROC Aerial Photography; Traffic Signal Warrants; and tablets for Finance Committee and Board of Directors meetings.

d. Heartland 2050 Update –

Ms. Loewenstein provided an update to the Board on Heartland 2050 activities. Two consultants from Policy Link made a visit to Omaha to meet with the Regional Task Force, interviewed key stakeholders and toured the urban core. Staff is continuing to work with United Way of the Midlands for the upcoming rollout of the Regional Equitable Growth Profile. Heartland 2050 hosted a Solid Waste Management Workgroup as part of the Natural Resources Committee in partnership with UNO to discuss solid waste management issues. The Heartland 2050 Summit with Keynote Speaker Paul Schmitz had 150 in attendance. Ms. Loewenstein recently attended the Smart Cities Connect Conference in Kansas City with others from Omaha.

E. PUBLIC COMMENT –

None.

F. CONSENT AGENDA – (Action)

The Board considered Consent Agenda items listed below for approval.

1. Contract Amendment – Mills County, NRDR Phase 1 and 2 Infrastructure – Amendment 1

2. Final Contract Payment – Lovgren – \$1,588.07

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

AYES: Duda, Hanafan, Kindig, Mixan, Palermo, Sanders, Stothert, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

G. OLD BUSINESS

1. FY 2018 Transportation Improvement Program (TIP) Amendment #5 – (Action)

Mr. Helgersen presented to the Board for approval the FY 2018 TIP Amendment #5. Amendments include updates to three Safe Routes to School (SRTS) projects for Valley D.C., OPS McMillan Middle School and Westbrook. All projects were updated to show matching funds as coming from the State of Nebraska, funding has not changed for any of these projects.

MOTION by Duda, SECOND by Stothert to approve the FY 2018 TIP Amendment #5.

AYES: Duda, Hanafan, Kindig, Mixan, Palermo, Sanders, Stothert, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

H. NEW BUSINESS

1. New Contracts – (Action)

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

- a. Council Bluffs Housing Trust Fund – MAPA will provide administrative services for the CBHTF. Walsh announced a potential conflict of interest as his wife serves on the Board of the CBHTF.

MOTION by Hanafan, SECOND by Duda to approve the new contract for the Council Bluffs Housing Trust Fund.

AYES: Duda, Hanafan, Kindig, Mixan, Palermo, Sanders, Stothert

NAYS: None.

ABSTAIN: Walsh

MOTION CARRIED.

- b. Lovgren Marketing “Little Steps. Big Impact.” Air Quality Campaign – \$205,945.00

MOTION by Hanafan, SECOND by Stothert to approve the new contract with Lovgren Marketing “Little Steps. Big Impact.” for \$205,945.

AYES: Duda, Hanafan, Kindig, Mixan, Palermo, Sanders, Stothert, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. MAPA Office Remodel – (Action)

Mr. Youell presented to the Board for approval a request to approve up to \$50,000 in expenses for Phase 1 to remodel the office space. This remodel will allow MAPA to update workstations, accommodate additional staff in the future, create additional meeting spaces and add a break space.

MOTION by Hanafan, SECOND by Mixan to approve up to \$50,000 in expenses for Phase 1 to remodel the office.

AYES: Duda, Hanafan, Kindig, Mixan, Palermo, Sanders, Stothert, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

3. Draft FY 2019 Unified Planning Work Program (UPWP) – (Action)

Mr. Youell presented to the Board for approval the FY 2019 UPWP. Mr. Youell reviewed ongoing projects and anticipated projects for the upcoming fiscal year.

MOTION by Duda, SECOND by Stothert to approve the FY 2019 UPWP.

AYES: Duda, Hanafan, Kindig, Mixan, Palermo, Sanders, Stothert, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

4. 2018 – 2021 Draft Title VI Plan – (Action)

Mr. Helgersen presented to the Board for approval the Draft Title VI Plan to go out for a 30 day public comment period. This policy serves as a certification to the state and federal partners that MAPA is compliant with Title VI and also includes other federal requirements for the American's with Disabilities Act (ADA) and Limited English Proficiency Requirements. Updates include new demographic data and maps from the American Communities Survey, updates to the complaint form to meet State requirements, updated the report on Title VI complaints against the agency (there are zero to report), and a review of the ADA self-assessment to ensure that the agencies facilities and public meeting locations are ADA compliant and transit accessible.

MOTION by Duda, SECOND by Stothert to approve the 2018 – 2021 Draft Title VI Plan to go out for public comment.

AYES: Duda, Hanafan, Kindig, Mixan, Palermo, Sanders, Sanders, Stothert, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

5. Executive Director's Annual Appraisal – (No Action Taken)

It was discussed by the Board that in the future the Executive Director's Annual Appraisal should only be discussed in a closed session. The Executive Director's Annual Appraisal will only be listed as an action item if there is a salary adjustment. No action was needed on this item.

I. ADDITIONAL BUSINESS

None.

J. DISCUSSION

1. Regional Planning Advisory Committee – (Discussion)

Mr. Greg Youell presented to the committee for discussion a proposal of the Regional Planning Advisory Committee and sub-committee structure.

K. ADJOURNMENT

MOTION by Duda to Adjourn. Chairwoman Sanders adjourned the meeting at 2:40 p.m.