

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

Minutes
January 31, 2019

The Board of Directors met at the MAPA offices, 2222 Cuming Street, Omaha. Chairman Kindig called the meeting to order at 1:35 p.m.

A. ROLL CALL/INTRODUCTIONS

Members/Officers Present

Clare Duda	Commissioner, Douglas County
Rusty Hike	Mayor, City of Bellevue
Doug Kindig – Chair	NE Small Cities/Counties Representative (Mayor, City of La Vista)
Don Kelly	Sarpy County Commissioner
Vinny Palermo	Omaha City Council
Jean Stothert	Mayor, City of Omaha
Carol Vinton	Mills County Board of Supervisors
Matt Walsh	Mayor, City of Council Bluffs

Members/Officers Absent

Patrick Bloomingdale	Chief Administrative Officer, Douglas County
Justin Schultz	Pottawattamie County Board of Supervisors

MAPA Staff

Grant Anderson	Christina Brownell	Sue Cutsforth	Don Gross
Melissa Engel	Mike Helgersen	Amanda Morales	Kelly Shoff
Emily Sneller	Greg Youell		

Guest

Troy Anderson	City of Omaha
Justin Luther	FHWA

B. APPROVAL OF THE AGENDA – (Action)

MOTION by Vinton, SECOND by Duda to approve the agenda for the January 31, 2019 meeting of the Board of Directors.

AYES: Duda, Hike, Kelly, Kindig, Palermo, Stothert, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

C. APPROVAL OF THE MINUTES of the December 6, 2018 meeting – (Action)

MOTION by Stothert, SECOND by Duda to approve the minutes of the December 6, 2018 meeting of the Board of Directors.

AYES: Duda, Hike, Kindig, Palermo, Stothert, Vinton, Walsh

NAYS: None.

ABSTAIN: Kelly

MOTION CARRIED.

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

Mr. Kelly reported that the Finance Committee met on January 23, 2019 and approved bills for October and November, reviewed financial statements through November and approved contract payments. Items were forwarded to the Board of Directors for approval.

MOTION by Duda, SECOND by Walsh to approve the minutes of the January 23, 2019 Finance Committee meeting.

AYES: Duda, Hike, Kelly, Kindig, Palermo, Stothert, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

Approved by _____
Patrick Bloomingdale, Secretary/Treasurer

E. AGENCY REPORTS & PRESENTATIONS – (Info)

1. Agency Awards and Recognition –presented by Mr. Youell

a. Agency Awards from Iowa APA Chapter and Public Relations Society of America – Nebraska (PRSA)

The Iowa APA Chapter presented MAPA with its Planning Pioneers Award in October at its annual conference held in Council Bluffs. The award nomination notes MAPA's 50 years of service as a regional planning agency and the increasing importance of regions to address issues impacting local economic prosperity and quality of life. The agency also received two awards from the Nebraska PRSA. MAPA and Emspace + Lovgren received an Award of Excellence for 'Little Steps Big Impact', the category was Public Service Campaign. Individually, MAPA also received an Award of Merit for the 2018 MAPA Annual Report.

b. Employee Recognition – presented by Mr. Youell

- Grant Anderson, 10 years of service
- Sue Cutsforth, 5 years of service

2. Agency Reports –

a. Executive Director's Report –

Mr. Youell provided an update to the Board on MAPA activities for the month of December. Updates were provided on the following: Staff Update; Long Range Transportation Planning; Blair Workforce Housing; Little Steps Big Impact; State Legislative Update and Infrastructure Priorities.

b. MAPA Quarterly Report – the Board was provided with the Quarterly Report for Q2, reporting agency activities for October 2018 – December 2018.

3. Presentation – Justin Luther, FHWA – MAPA Certification Review

Mr. Luther presented to the Board the results of MAPA's most recent Certification Review from July 2018 and reported that there were no corrective actions, 9 recommendations and 3 commendations. The final outcome of the certification review states, "The transportation planning process carried out in the Omaha, Nebraska Transportation Management Area for the period October 1, 2018 through September 30, 2022 is certified as meeting the requirements as described in 23 CFR Part 450 and 49 CFR Part 613."

F. PUBLIC COMMENT –

None.

G. CONSENT AGENDA – (Action)

The Board considered Consent Agenda items listed below for approval.

1. Final Contract Payments –

- a. Hamilton Associates - \$800.00
- b. Black Hills Works – Offutt Air Force Base - \$11,141.24

2. Contract Amendments – Mills County Hazard Mitigation Contract (17MILL02) – Through 4/19/2019

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

AYES: Duda, Hike, Kelly, Kindig, Palermo, Stothert, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

H. OLD BUSINESS

1. Resolution 2019 – 16: FY 2019 – FY 2024 Transportation Improvement Program (TIP) Amendment #3 – (Action)

Mr. Helgerson presented to the Board for approval Resolution 2019 – 16: Amendment #3 to the FY 2019 TIP, which amends multiple projects for the Cities of Bellevue, Council Bluffs and Omaha.

MOTION by Duda, SECOND by Stothert to approve FY 2019 TIP Amendment #3.

AYES: Duda, Hike, Kelly, Kindig, Palermo, Stothert, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. Resolution 2019 – 17: 2040 Long Range Transportation Plan (LRTP) Amendment #9 – (Action)

Mr. Helgeson presented to the Board for approval Resolution 2019 – 17: Amendment #9 to the 2040 LRTP. This amendment includes new Nebraska DOT projects, a significant cost adjustment to 36th Street in Bellevue, adjustments to the short-term project list to reduce future amendments, and new language for Performance Measures 2 & 3.

MOTION by Walsh, SECOND by Vinton to approve 2040 LRTP Amendment #9.

AYES: Duda, Hike, Kelly, Kindig, Palermo, Stothert, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

I. NEW BUSINESS

1. FY 2018 Audited Financial Statements – (Action)

Ms. Engel presented to the Board for approval the FY 2018 Audited Financial Statements. In the Audit Report the Auditor's provide three opinions to the agency and all three were clean. The Independent Auditors Report, in which the auditors provide their opinion on whether or not they feel the agencies financial statements are presented fairly and free of material misstatements. In the report, the auditors reported they 'do agree', resulting in a clean audit report.

MOTION by Vinton, SECOND by Duda to approve FY 2018 Audited Financial Statements.

AYES: Duda, Hike, Kelly, Kindig, Palermo, Stothert, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. New Contracts – (Action)

Kindig presented to the Board for approval the new contracts listed below:

- a. The New BLK – On-Call Professional Services Support – This on-call contract allows MAPA to issue task orders for a variety of communication services in support of MAPA's planning activities. The contract is not to exceed \$125,000 with a minimum guarantee of \$15,000. The contract term is two years and expires January 31, 2021.
- b. Douglas County – Return GIS Revenue to Douglas County - \$50,224.18 plus interest – This agreement returns previous revenue from the NIROC orthophotography project sales to Douglas County GIS.
- c. Metro Lease Agreement (July 1, 2019 – June 30, 2022) – The new lease agreement has a 3% increase for FY 2020 and a 1% each year for FY 2021 and FY 2022.

MOTION by Duda, SECOND by Stothert to approve all new contracts listed above.

AYES: Duda, Hike, Kelly, Kindig, Palermo, Stothert, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

3. Letter from the Board to NDOT Requesting Inclusion in the FY 2019 August Redistribution – (ACTION)

Mr. Youell presented to the Board for approval a letter to the Nebraska Department of Transportation leadership formally requesting the inclusion of MAPA projects in FHWA August Redistribution of funding.

MOTION by Stothert, SECOND by Duda to approve the letter from the Board to NDOT requesting inclusion in the FY 2019 August Redistribution Request.

AYES: Duda, Hike, Kelly, Kindig, Palermo, Stothert, Vinton, Walsh

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

4. FY 2020 Budget – (ACTION)

Mr. Youell presented to the Board for approval the FY 2020 Budget items listed below.

- a. FY 2020 County Dues Request – The Finance Committee recommends to the Board of Directors to keep County dues the same as FY 2019 at approximately \$.47-cents per capita, which will provide \$374,156 for FY 2020.

MOTION by Vinton, SECOND by Duda to approve the FY 2020 Dues Request.
AYES: Duda, Hike, Kelly, Kindig, Palermo, Stothert, Vinton, Walsh
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

- b. FY 2020 Budget Schedule – Mr. Youell presented to the Board the FY 2020 Budget Schedule.

MOTION by Stothert, SECOND by Vinton to approve the FY 2020 Budget Schedule.
AYES: Duda, Hike, Kelly, Kindig, Palermo, Stothert, Vinton, Walsh
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

J. ADDITIONAL BUSINESS

None.

K. DISCUSSION – (Information)

1. Impacts of Federal Government Shutdown – Mr. Youell provided to the Board an update on impacts of the Federal Government Shutdown to the agency.
2. Fund Balance Analysis – Ms. Engel presented to the Board the Fund Balance Analysis.

L. ADJOURNMENT

Motion by Vinton to adjourn. Chairman Kindig adjourned the meeting at 2:35 p.m.