

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

Minutes
May 30, 2019

The Board of Directors met at the MAPA offices, 2222 Cuming Street, Omaha. Chairman Kindig called the meeting to order at 1:38 p.m.

ROLL CALL/INTRODUCTIONS

Members/Officers Present

Patrick Bloomingdale (rep. Commissioner Duda)	Chief Administrative Officer, Douglas County
Jim Ristow (rep. Mayor Hike)	City Administrator, City of Bellevue
Don Kelly	Sarpy County Commissioner
Doug Kindig – Chair	NE Small Cities/Counties Representative (Mayor, City of La Vista)
Vinny Palermo	Omaha City Council
Matt Walsh	Mayor, City of Council Bluffs

Members/Officers Absent

Justin Schultz	Pottawattamie County Board of Supervisors
Jean Stothert	Mayor, City of Omaha
Carol Vinton	IA Small Cities/Counties Representative (Mills County Board of Supervisors)

MAPA Staff

Grant Anderson	Christina Brownell	Sue Cutsforth	Melissa Engel	Don Gross
Travis Halm	Mike Helgersen	Karna Loewenstein	Ryan Ossell	Katie Preister
Kelly Shoff	Emily Sneller			

Guest

Janet McCartney Cass County

A. APPROVAL OF THE AGENDA – (Action)

MOTION by Ristow, SECOND by Walsh to approve the agenda for the May 30, 2019 meeting of the Board of Directors.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

B. APPROVAL OF THE MINUTES of the April 25, 2019 meeting – (Action)

MOTION by Bloomingdale, SECOND by Kelly to approve the minutes of the April 25, 2019 meeting of the Board of Directors.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

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

Mr. Bloomingdale reported that the Finance Committee met on May 22, 2019 and approved bills for April, reviewed financial statements through March and approved contract payments. Items were forwarded to the Board of Directors for approval.

MOTION by Kelly, SECOND by Ristow to approve the minutes of the May 22, 2019 Finance Committee meeting.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

D. AGENCY REPORTS & PRESENTATIONS – (Information)

1. Agency Reports – Presented by Melissa Engel, Director of Finance and Operations

Approved by _____
Patrick Bloomingdale, Secretary/Treasurer

- a. Executive Director's Report –
Ms. Engel provided an update to the Board on MAPA activities for the month of April. Updates were provided on the following: staffing, legislative activity, NARC conference preparations
- b. Staff Reports – MAPA staff provided updates to the Board on the following: Communications, Community Development, Transportation, Heartland 2050 and MAPA's Strategic Plan.

E. PUBLIC COMMENT –

Ms. Janet McCartney, Cass County Commissioner – Spoke in favor of the Interlocal Amendment to approve Cass County joining MAPA.

F. CONSENT AGENDA – (Action)

The Board considered Consent Agenda items listed below for approval.

1. Final Contract Payment – Metro Transit Mini Grant - \$2,412.18 –
2. Contract Amendments –
The Board considered approval of the contract amendments listed below.
 - a. Douglas County GIS Budget Amendment
 - b. Omaha Planning Budget Amendment
 - c. Pottawattamie County CITIES Admin (Macedonia, Minden, Treynor, Walnut) – extension of time to May 15, 2020
 - d. Pottawattamie County CITIES Admin (Carson & Hancock) – extension of time to May 15, 2020
3. Douglas County Census Agreement –
The Board considered for approval the Douglas County Census Agreement in which Douglas County is contracting with MAPA to coordinate and support a Complete Counts Committee (CCC). The agreement is for \$15,000 plus an option for an additional \$15,000 in 2020.
4. July Insurance Renewals –
The Board considered for approval the renewal of MAPA's Life / AD&D, Long Term Disability and Dental Plan with rate pass through 6/30/2021 with no plan changes.
5. Travel – 2019 EDA Economic Development Conference – August 26-29, 2019 - \$2,263.80 –
The Board considered for approval travel to Denver, Colorado for staff members, Greg Youell and Don Gross, to attend the 2019 EDA Economic Development Conference, August 26 – 29, 2019.
6. Coordinated Transit Plan (CTP) Amendment #1 –
The Board considered for approval Resolution 2019 – 27: CTP Amendment #1. This amendment will bring MAPA's CTP into consistency with Iowa DOT standards to address various state requirements.

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

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

G. OLD BUSINESS

1. FY 19 Budget Amendments – (Action)

Ms. Engel presented to the Board for approval the FY 19 Budget Amendments listed below.

- a. Line Item Budget
- b. Resolution 2019 – 27: FY 2019 Unified Planning Work Program (UPWP) Amendment #2

MOTION by Bloomingdale, SECOND by Kelly to the FY 19 Line Item Budget Amendment and Resolution 2019 – 27: FY 2019 UPWP Amendment 2.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

H. NEW BUSINESS

1. New Contracts – (Action)

- a. Pottawattamie County CITIES Administration (19POTT01) - \$5,000
Ms. Engel presented to the Board for approval the contract 19POTT01 with Pottawattamie County for CITIES Administration.

MOTION by Ristow, SECOND by Walsh to approve the new contracts listed above.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

- b. FY 2020 Federal Planning Pass through Grants –

Mr. Helgerson presented to the Board for approval the FY 20 Federal Planning Pass through grants listed below.

- i. Douglas County GIS \$55,000 Federal, \$23,571 Local Match, \$2,750 Administration Fee
- ii. Metro Transit Planning Activities \$60,000 Federal, \$25,714 Local Match, \$3,000 Administration Fee
- iii. Omaha Planning \$30,000 Federal, \$12,857 Local Match, \$1,500 Administration Fee
- iv. Omaha Public Works \$60,000 Federal, \$25,714 Local Match, \$3,000 Administration Fee
- v. Pottawattamie County GIS \$30,000 Federal, \$12,857 Local Match, \$1,500 Administration Fee
- vi. Sarpy County Planning & GIS \$57,000 Federal, \$24,429 Local Match, \$2,850 Administration Fee

MOTION by Kelly, SECOND by Bloomingdale to approve the Federal Planning Pass through grants listed above.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. FY 2020 Budget and Work Program – (Action)

Ms. Engel presented to the Board for approval the Final FY 2020 Budget Items and Community Development Work Program.

- a. Funds Budget
- b. Line Item Budget
- c. Program Budget
- d. Community Development Work Program

MOTION by Walsh, SECOND by Ristow to approve the Final FY 2020 Budget Items and Community Development Work Program.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

3. Resolution 2019 – 28: Final FY 2020 Work Program (UPWP) – (Action)

Mr. Helgerson presented to the Board for approval Resolution 2019 – 28: FY 2020 UPWP.

MOTION by Bloomingdale, SECOND by Walsh to approve Resolution 2019 – 28: FY 2020 UPWP.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

4. FY 2020 Transportation Improvement Program (TIP) – (Action)

Mr. Barber presented the FY 2020 TIP to the Board and requested approval for a 30 day public comment period.

MOTION by Kelly, SECOND by Bloomingdale to approve the FY 2020 TIP to go to a 30 day public comment period.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

5. Election of Officers – (Action)

Chair Kindig announced to the Board that, as specified in the Interlocal Agreement, the FY 2020 Chair and Vice-Chair of the MAPA Board of Directors will be elected. Officers will take office July 1, 2019. Nominations were opened.

MOTION by Bloomingdale to nominate Kindig as Chair and Vinton as Vice-Chair, SECOND by Walsh. There were no other nominations. Nominations closed.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

6. Interlocal Agreement Amendment – (Action)

Ms. Engel presented to the Board for approval the amendment to the MAPA Articles of Interlocal Cooperation Agreement to be voted on by the membership of the Council of Officials. This amendment is contingent upon passing of Nebraska LB334, which would add Cass County, Nebraska to the MAPA region. The amendment requires seventy-five (75%) percent approval of the total membership of Council of Officials. This amendment adds the classification of a Non-equity Member County, adds Cass County Nebraska as a Non-equity Member County and amends Section 10.02 Amendment of Articles to be consistent throughout the Agreement. Ms. Janet McCartney, Cass County Commissioner, introduced herself to the Board and spoke in favor of Cass County joining MAPA.

MOTION by Ristow, SECOND by Walsh to recommend amendment #10 to the MAPA Articles of Interlocal Cooperation Agreement to be voted on by the Council of Officials membership via ballot.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

7. General Liability Insurance Renewal – (Action)

Ms. Engel presented to the Board for approval the FY 20 General Liability Insurance Renewal. Rates were presented from: Davis/Hartford; Silverstone/Auto Owners and LMC/Travelers. Ms. Engel made the recommendation to continue coverage with Davis/Hartford with an increase in the umbrella policy to \$2 million.

MOTION by Kelly, SECOND by Bloomingdale to accept Davis/Hartford with an increase in the umbrella policy to \$2 million.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

8. Part Time Benefits Eligibility – (Item Tabled)

Ms. Preister presented to the Board for approval a proposed change to benefits eligibility from 30 hours per week to 21 hours per week. Discussion ensued regarding part-time benefits eligibility. Chair Kindig requested additional information and made the recommendation to table the item until the next meeting.

MOTION by Bloomingdale, SECOND by Ristow to table the vote for part-time benefits eligibility until the next meeting.

AYES: Bloomingdale, Ristow, Kelly, Palermo, Walsh, Kindig

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

I. ADDITIONAL BUSINESS – None

J. DISCUSSION – None

K. ADJOURNMENT

Motion by Bloomingdale to adjourn. Chairman Kindig adjourned the meeting at 3:00 p.m.