

**MINUTES FOR THE INLAND PORT AUTHORITY MEETING
THURSDAY, NOVEMBER 7, 2024**

**LEGISLATIVE CHAMBERS @ 8:30 A.M.
1819 Farnam Street, Omaha, NE 68183**

Agenda and materials are available online at the City of Omaha web site [here](#).

MEMBERS PRESENT:

Brook Aken
Mike Helgerson
Jacob Hoppe
Terrell McKinney
Davielle Phillips
Carmen Tapio
Tom Warren

ABSENT:

Michael Riedmann
Ernest White

STAFF PRESENT:

Jennifer Taylor, Deputy City Attorney
Elizabeth Butler, City Clerk
Kimberly Hoelsing, Deputy City Clerk

Chair Terrell McKinney called the meeting to Order.

1. Roll Call

CERTIFICATION OF PUBLICATION – NOTIFICATION OF OPEN MEETING ACT

2. City Clerk certifies publication in the Daily Record on November 1, 2024, notice of the Inland Port Authority Meeting, November 7, 2024.

A current copy of the Open Meeting Act is posted in a white binder on the east wall of the Legislative Chambers.

ACTION ITEMS

3. Approval of minutes from the October 3, 2024 Meeting – [see attached](#). **(VOTE TODAY)**

MOTION by Helgerson, SECOND by Phillips to approve minutes.

Yeas: Aken, Helgerson, Hoppe, Phillips, Tapio, Warren, McKinney

Abstain: Riedmann, White

MOTION APPROVED 7-0

4. Community Advisory Committee Vacancy (**VOTE TODAY**)

CALLED TO SPEAK;
Joe Higgins, 1110 East Camden Avenue

MOTION by Tapio, SECOND by Helgerson to appoint Joe Higgins to the Community Advisory Committee

Yeas: Aken, Helgerson, Hoppe, Phillips, Tapio, Warren, McKinney
Abstain: Riedmann, White
MOTION APPROVED 7-0

5. RFP for the Innovation District – [see attached](#). (**POSTPONED FROM THE OCTOBER 3, 2024 MEETING, VOTE TODAY**)

MOTION by Phillips, SECOND by Tapio to approve the RFP for the Innovation District

Yeas: Aken, Helgerson, Hoppe, Phillips, Tapio, Warren, McKinney
Abstain: Riedmann, White
MOTION APPROVED 7-0

6. Remove the “2-mile restriction from the Airport” for the development of the Airport Business Park. (**VOTE TODAY**)

Chair McKinney opened the public hearing on Item 6.

PROPONENT:
Julian Young, 2922 Ames Avenue, Young Innovation Hub

No one else came forward and the public hearing was closed.

MOTION by Warren, SECOND by Tapio to remove the "2-mile restriction from the Airport" for the development of the Airport Business Park and propose support for amending the statute to "within the boundaries of the Inland Port Authority."

Yeas: Aken, Helgerson, Hoppe, Phillips, Tapio, Warren, McKinney
Abstain: Riedmann, White
MOTION APPROVED 7-0

Some board members had questions about how this would be accomplished in the legislature and it was explained that a bill would have to get introduced. The possibility of the Inland Port Authority hiring a lobbyist was also discussed. Some members cautioned that the board will need to make sure this stays within the Inland Port Authority area and also make sure it stays within North Omaha but that allowing for the business park to be developed somewhere else makes sense.

7. Partial Disbursement of DED funding to grantees for Airport Business Park (**VOTE TODAY**)

Chair McKinney opened the public hearing on Item 7.

PROPONENT:

Michael Maroney, OEDC, 2221 N 24th Street

George Achola, Burlington Capital, 1004 Farnam Street, Suite 40

OPPONENT:

Cheryl Weston, 1124 Pacific Street

No one else came forward and the public hearing was closed.

OEDC and Burlington Capital stated that they met with the Real Estate and Development Committee and answered questions. Some board members questioned that since the Inland Port Authority just approved expanding the boundaries whether OEDC/Burlington Capital still needed all of the partial disbursement. It was explained that the partial funding is to do more due diligence to come up with a plan. It was stated that the developers need the capability and flexibility to work the project as a private development. There is a contract and safeguards are in place to protect the Inland Port Authority, Burlington Capital, OEDC, and the DED. A master plan is attached to the contract that DED signed off on.

Some of the board members stated that the body has some hesitation in releasing the funds and a letter of support as the board is still discussing whether the framework seems appropriate at this stage. There is definite uncertainty with the land acquisition. The board needs a plan that is viable and fully executable. The partial funding would allow OEDC/Burlington Capital to do the work that will trigger the funding for the land acquisition. The Inland Port Authority is offering expansion of the district to help.

Burlington Capital explained that until the legislature approves the expansion, the area is within the 2 mile radius. Discussions would have to take place with DED as well. Real estate transactions belong to the developer understanding the Inland Port Authority has oversight.

Board members need more time to digest the proposed solution with the understanding that an agreement will have to be reached because the Inland Port Authority has been given authority for oversight of funds by DED. All stakeholders need to be kept in mind and more community engagement is needed.

MOTION by Warren, SECOND by Phillips to postpone this item to the December meeting

Yeas: Aken, Helgerson, Hoppe, Phillips, Tapio, Warren, McKinney

Abstain: Riedmann, White

MOTION APPROVED 7-0

COMMITTEE REPORTS

8. Executive Committee report – [see attached](#).

Chair McKinney reported that the committee met on October 22nd. The following items were discussed: conflict of interest form, RFPs, Airport Business Park and need for an amended contract, 2025 meeting schedule, the Executive Director job description, and the Inland Port Authority retreat.

9. Governance Committee report – [see attached](#).

Chair McKinney reported that most of the same items in the Executive Committee report above were discussed. In addition, the top three proposals for the Innovation District will be presented to the board and then full board approval will be requested.

10. Real Estate and Development Committee report – [see attached](#).

Davielle Phillips reported that the committee met with OEDC and Burlington Capital to get clarification on the plans for the Airport Business Park. The responses were sent to the board members. There are still outstanding questions so the committee will continue to work with them. In addition, a list of potential locations for office space for the Executive Director and other Inland Port Authority staff were discussed.

11. Finance Committee report – [see attached](#).

Carmen Tapio reported that the committee met on October 23rd. The banking RFP closes on November 8th. The committee will meet again next week to discuss the proposals and will come back to the board with a recommendation.

12. Operations Committee report – [see attached](#).

Thomas Warren reported that the committee met on October 29th. The committee reviewed the summary of responses from OEDC/Burlington Capital. In addition, the committee discussed removal of the 2 mile restriction from the airport and a potential emergency clause if the legislation is passed. Finally, the committee discussed standing board meetings for 2025 as well as a list of potential search firms for the Executive Director position.

DISCUSSION ITEMS

13. 2025 Board of Directors Meeting Schedule – *First Wednesday of the month*

The board discussed the first Thursday of the month in the morning. First meeting would be Thursday January 2, 2025.

14. Community Advisory Committee Meeting Schedule

CALLED TO SPEAK:

Candace Price, 6005 Sorensen Parkway

Dorothy Johnson, 2604 N 32nd Street

Chair McKinney will take the lead on organizing the first meeting of the Community Advisory Committee.

15. Updated Executive Director Job Description – [see attached](#).

Thomas Warren discussed the job description and explained that it will be sent to potential search firms to see what the cost will be and that information will be brought back to the board for consideration.

16. RFP for Hiring Search Firm for Executive Director – [see attached](#).

See explanation above.

17. Lease Agreement with Metropolitan Community College – [see attached](#).

Brook Aken reported that Metropolitan Community College is willing to conduct a tour of the Mule Barn for meeting space for Inland Port Authority meetings. The cost is 50.00 per meeting. The first Thursday of the month in the morning works with the schedule so far. The lease agreement needs to be signed and submitted. The rooms cannot be reserved until the agreements are signed. The Inland Port Authority will also need to provide a certificate of liability insurance. The Operations and Finance Committees will take this lead on this item.

18. Conflict of Interest Form – [see attached](#).

Inland Port Authority board members will be asked to sign the form for any potential conflicts of interest with any contracts or agreements that are approved by the board.

19. Responses to questions from Airport Business Park Grantees – [see attached](#).

EXECUTIVE SESSION

20. Motion to go into Executive Session for the purpose of discussing real estate matters.

Chair McKinney stated for the record the purpose of the Executive Session was to protect the public interest to only discuss real estate matters.

Motion by Warren, SECOND by Hoppe to go into Executive Session to protect the public interest to only discuss real estate matters.

ROLL CALL:

Yeas: Aken, Helgerson, Hoppe, Phillips, Tapio, Warren, McKinney

Abstain: Riedmann, White

MOTION APPROVED 7-0

Inland Port Authority went into Executive Session at 10:25 A.M.

Attending the Executive Session were the Deputy City Attorney and the Inland Port Authority board members.

Upon returning from Executive Session, Chair McKinney stated that the only item discussed in Executive Session was real estate matters.

MOTION by Warren, SECOND by McKinney to adjourn from Executive Session

ROLL CALL:

Yeas: Aken, Helgerson, Hoppe, Phillips, Tapio, Warren, McKinney

Abstain: Riedmann, White

MOTION APPROVED 7-0

Inland Port Authority adjourned from Executive Session at 11:03 A.M.

ADJOURNMENT

**MOTION by Warren, SECOND by Tapio that the meeting be adjourned
Yeas: Aken, Helgerson, Hoppe, Phillips, Tapio, Warren, McKinney
Abstain: Riedmann, White
MOTION APPROVED 7-0**

MEETING ADJOURNED AT: 11:03 A.M.

Next meeting date December 5, 2024 at 9:00 A.M.