

**INLAND PORT AUTHORITY  
THURSDAY, FEBRUARY 6, 2025**

**Metropolitan Community College, Bldg. 21, Room 112 @ 9:00 A.M.  
32nd and Sorensen Pkwy, Omaha, NE 68111**

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

---

**CALL TO ORDER**

1. Roll Call

**CERTIFICATION OF PUBLICATION – NOTIFICATION OF OPEN MEETING ACT**

2. Omaha Inland Port Authority Office Manager certifies publication in the Daily Record on January 31, 2025, notice of the Inland Port Authority Meeting, February 6, 2025.

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 January 2, 2025 Meeting – [see attached](#). **(VOTE TODAY)**
4. RFP Proposals for Consulting and Visioning for Innovation District Presentations **(VOTE TODAY)**
  - o HR&A Advisors, Inc.
  - o Stiletto
  - o Urban Strategies Inc & Omaha Innovation Connection
  - o Executive session for vote on RFP

**COMMITTEE REPORTS**

5. Executive Committee report – [see attached](#).
6. Governance Committee report – [see attached](#).
7. Real Estate and Development Committee report – [see attached](#).
8. Finance Committee report – [see attached](#).
  - a. RFP for Audit Services – [see attached](#).
  - b. Recommendation for interim Account Services
  - c. Status of grant requests and funds disbursement
9. Operations Committee report – [see attached](#).
10. Community Advisory Committee report

## **PROJECT REPORTS**

11. Airport Business Park Project Reports

## **DISCUSSION ITEMS**

12. Office Space
13. Executive Director Search
14. Community Survey
15. Quarterly Public Input Meeting
16. Housing projects: 20 single-family homes & 150 hundred and fifty housing units
17. Update on Airport Business Park
18. Website Development

## **EXECUTIVE SESSION**

## **ADJOURNMENT**

**Next meeting date March 6 at 9:00 A.M.**

**MINUTES FOR THE INLAND PORT AUTHORITY MEETING  
THURSDAY, JANUARY 2, 2025**

**LEGISLATIVE CHAMBERS @ 9:00 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  
Terrell McKinney  
Davielle Phillips  
Michael Riedmann  
Carmen Tapio  
Tom Warren  
Ernest White

ABSENT:

Jacob Hoppe

STAFF PRESENT:

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 December 27, 2024, notice of the Inland Port Authority Meeting, January 2, 2025.

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 December 5, 2024 Meeting – [see attached](#). **(VOTE TODAY)**

**MOTION by Tapio, SECOND by Helgerson to approve minutes**

**Yeas: Aken, Helgerson, Phillips, Riedmann, Tapio, Warren, White, McKinney**

**Absent: Hoppe**

**MOTION APPROVED 8-0**

4. Partial Disbursement of DED Funding to Grantees for Airport Business Park – [see attached](#). **(VOTE TODAY)**

Chair McKinney opened the public hearing on Item 4.

PROPONENT:

Mike Maroney, OEDC, 2221 N 24<sup>th</sup> Street

OPPONENT:  
Cheryl Weston, 1124 Pacific Street

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

Questions and concerns were discussed by Inland Port Authority board members including what happens after the pre-development phase and what action, if any, would be required by the board at that time. Questions and confirmation remain regarding deadline restriction on the DED funds. It was confirmed that the Inland Port Authority board will have an opportunity to review OEDC's progress to determine timing and disbursement of remaining funding.

**MOTION by White, SECOND by Warren to approve partial disbursement of DED funding to grantees for Airport Business Park**

**Yeas: Aken, Helgerson, Riedmann, Tapio, Warren, White**

**Nays: McKinney**

**Abstain: Phillips**

**Absent: Hoppe**

**MOTION APPROVED 6-1-1**

5. Executive Search Firm Recommendations (**VOTE TODAY**)

Chair McKinney opened the public hearing on Item 5.

No one came forward and the public hearing was closed.

**MOTION by Warren, SECOND by White to approve MGT Impact Solutions as the Executive Search Firm for the Executive Director**

**Yeas: Aken, Helgerson, Phillips, Riedmann, Tapio, Warren, White, McKinney**

**Absent: Hoppe**

**MOTION APPROVED 8-0**

6. RFP Proposals for Consulting and Visioning for Innovation District (**VOTE TODAY**)

A. Invite top three to present to Inland Port Authority Board in February

Chair McKinney opened the public hearing on Item 6.

No one came forward and the public hearing was closed.

**MOTION by Phillips, SECOND by White to accept the proposals**

**Yeas: Aken, Helgerson, Phillips, Riedmann, Tapio, Warren, White, McKinney**

**Absent: Hoppe**

**MOTION APPROVED 8-0**

**COMMITTEE REPORTS**

7. Executive Committee report

Chair McKinney reported that the Executive Committee did not meet since the last board meeting in December.

8. Governance Committee report

Chair McKinney reported that the following items were discussed: legal assistance, executive search firm, draft agreement with OEDC, RFP for consulting and visioning, interest funds, need for certificate of liability insurance, administrative support, end of year reporting, community advisory committee, and the possibility of extending the funding deadline for 2027.

9. Real Estate and Development Committee report

Davielle Phillips reported that the following items were discussed: Good Life District designation, Forever North study, Metro Next Transit strategy, 24<sup>th</sup> and Lake Development Plan, and the North 24<sup>th</sup> Street Business Improvement District.

10. Finance Committee report

Carmen Tapio reported that the Finance Committee did not meet since the last board meeting in December.

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

Thomas Warren reported that the committee met on December 23<sup>rd</sup>. The committee invited Mark Coulter to join the meeting to discuss the proposed letter of engagement for legal services. following items were discussed: RFP for Executive Search Firm, obligation of funds by December 2027, lease agreement with Metro for meeting space beginning in February, and the invitation of Joel Pederson to discuss proposed letter of engagement for legal services for the Inland Port Authority.

12. Community Advisory Committee report

**CALLED TO SPEAK:**

Randi Peavy, 4524 Wirt Street, Community Advisory Committee board member

The committee met on December 16, 2024 and elected the following officers:

President: Osuman Issaka

Secretary – Melissa Youngblood

Treasurer – Randi Peavy

In addition, the committee discussed several community reports. The next meeting will be held on January 21, 2025 at 4:00 pm at the Network Spot.

**DISCUSSION ITEMS**

13. End of year report – due 12/31

The report was submitted to the Legislature on December 31<sup>st</sup>.

14. Possible changes to the deadline to disburse funds

Chair McKinney will get further clarification from the fiscal office in the Legislature specific to the deadline to disburse DED funds for the Airport Business Park.

15. Legal counsel

Letters of engagement for on-call consultation received.

INVITED TO SPEAK:

Mark Coulter, Rouse Frets White Goss Gentile Rhodes Law Firm, 6000 N Chatham Ave, Kansas City, MO 64151

Joel Pederson – JD Pederson Law Office, LLC, 1299 Farnam Street

The contracts for legal services will be on the February Inland Port Authority board agenda for consideration.

16. Administrative support for Inland Port Authority Board

INVITED TO SPEAK:

Theola Cooper, 2030 N 24<sup>th</sup> Street

The Operations committee will draft a job description and determine job type etc.

**EXECUTIVE SESSION**

17. Motion to go into Executive Session for the purpose of discussing RFP proposals for consulting and visioning for the innovation district.

**Motion by White, SECOND by Riedmann to go into Executive Session to protect the public interest to only discuss RFP proposals for consulting and visioning for the innovation district**

**ROLL CALL:**

**Yeas: Aken, Helgerson, Phillips, Riedmann, Tapio, Warren, White, McKinney**

**Absent: Hoppe**

**MOTION APPROVED 8-0**

**Inland Port Authority went into Executive Session at 10:03 A.M.**

Attending the Executive Session were the Inland Port Authority board members.

Upon returning from Executive Session, Chair McKinney stated that the only item discussed in Executive Session was the RFP proposals for consulting and visioning for the innovation district.

**MOTION by Phillips, SECOND by Tapio to adjourn from Executive Session**

**ROLL CALL:**

**Yeas: Aken, Helgerson, Phillips, Riedmann, Tapio, Warren, McKinney**

**Absent: Hoppe, White**

**MOTION APPROVED 7-0**

**Inland Port Authority adjourned from Executive Session at 10:47 A.M.**

**ADJOURNMENT**

**MOTION by Phillips, SECOND by Riedmann that the meeting be adjourned  
Yeas: Aken, Helgerson, Phillips, Riedmann, Tapio, Warren, White, McKinney  
Absent: Hoppe  
MOTION APPROVED 8-0**

**MEETING ADJOURNED AT: 10:47 A.M.**

**Next meeting date February 6, 2025 at 9:00 A.M.**

**DRAFT**

**OMAHA INLAND PORT AUTHORITY**

**EXECUTIVE COMMITTEE**

**MEETING REPORT**

**Via Zoom @ 9:00am January 31, 2025**

---

**Members Present: Terrell McKinney, Davielle Phillips, & Carmen Tapio**

Agenda for February 6, 2025 meeting

Airport Business Park – Project Reports

Develop Mission Statement

Community informed redevelopment plan

    Stapleton Development Plan

    Streetscape Study for 16<sup>th</sup> Street

Strategic Plan

Other Business:

    Earlier meeting time

    Meeting space

        Metropolitan Community College Building 21, “The Mule Barn”

    Office location

        Spencer Management, 4410 Florence Blvd., Unit 100

    Accounting Service



**MINUTES FOR THE OMAHA INLAND PORT  
AUTHORITY GOVERNANCE COMMITTEE MEETING**

**Via ZOOM @ 8:00am**

**January 31, 2025**

---

**MEMBERS PRESENT:** Terrel McKinney – Chair, Thomas Warren, Carmen Tapio

1. The Committee discussed finalizing the agenda for the February 6, 2025 meeting.
2. The Committee discussed securing Building 21, also known as “The Mule Barn” at Metropolitan Community College, located off 32<sup>nd</sup> and Sorenson for OIPA Monthly Board Meeting
3. The Committee discussed the community advisory committee possibly being the administrators of the community survey.
4. The Committee discussed the Airport Business Park Project and the need to have regular updates regarding progress.
5. The Committee discussed the innovation district, its vision, and the process for potential grantees.
6. The committee did not move forward with any items to vote on.

## Omaha Inland Port Authority

### Real Estate and Development Committee Report

January 21<sup>st</sup>, 2025 @ 1:00 pm

Attendees: Davielle Phillips (Chair), Mike Riedmann, Jake Hoppe

1. During our January meeting – we discussed the idea of becoming a Good Life District. Although the time has passed to officially apply for this designation, we are researching what it means to be a Good Life District and how it could apply to the OIPA if the application reopens:  
<https://opportunity.nebraska.gov/programs/recovery/good-life-transformational-projects-act/>
2. We have researched various studies and initiatives within and around the OIPA District and are working to submit an executive summary of these efforts along with how they will apply to our district comprehensively. As a reminder, these studies are listed below and we encourage fellow board members, community members, and supporters to read through them:
  - a. Forever North Study: [Forever North - City of Omaha Planning CD Forever North amended approved reduced.pdf](#)
  - b. Omaha Climate Action and Resilience Plan: [Omaha Climate Action Plan](#)
  - c. Omaha Housing Affordability Action Plan: [Omaha Housing Affordability Action Plan](#)
  - d. MAPA 2025 Transportation Improvement Plan: [FY2025 Transportation Improvement Program \(TIP\) - Metropolitan Area Planning Agency](#)
  - e. Nebraska Affordable Housing Blueprint: [affordable\\_housing\\_blueprint.pdf](#)
3. Members from the Real Estate & Development Committee and other members of the Board testified in support of LB290 which would potentially remove the 2-mile restriction for the airport business park.
4. Our committee collaborated with Holland Basham Architects on a limited pro bono, “at-risk” basis to conduct a comprehensive analysis of existing land use and develop a preliminary planning framework for the OIPA District. This study encompasses key factors such as transportation routes, 2020 Census data, zoning regulations, land allocation and usage, ongoing projects within and around the district, and comparisons to similar large-scale redevelopment initiatives both nationally and globally. The intent is for the findings to be presented to the board and shared with the public. The primary objective of this study is to enhance the understanding of the district’s current assets, amenities, and potential opportunities for future development.
5. The Committee has identified office space for the OIPA have passed the recommendation on to be approved by the Board.

Respectfully Submitted,

Davielle Phillips

**MINUTES FOR THE OMAHA INLAND PORT AUTHORITY  
EXECUTIVE COMMITTEE MEETING**

**Via Zoom 11:30AM via Zoom**

**January 17, 2024**

---

**MEMBERS PRESENT:**

Carmen Tapio – Chair  
Mike Helgerson  
Ernest White

1. The Committee met and discussed development of audit and accounting RFP's.
  - The Committee will develop an audit RFP for approval at the February 6, 2025, board meeting.
  - The RFP will be released with a date of April 3<sup>rd</sup> to respond.
  - The Committee will make a recommendation to the board for the audit firm at the May 1<sup>st</sup> meeting.
2. The Committee will present a recommendation to engage with an accounting firm on an interim basis as accounting and controller functions will be necessary as soon as funds are received. A temporary engagement up to 12 months is recommended so the new Executive Director can be involved in selection of an accounting firm.
3. The Committee is recommending two separate firms – one for audit and one for accounting.
4. The Chair confirmed American National Bank accounts are open and that a request for funds would be made for the grant funding, Innovation District and interest operating accounts.

**Omaha Inland Port Authority**  
**REQUEST FOR AUDIT SERVICES PROPOSALS**

**INTRODUCTION**

The Omaha Inland Port Authority is seeking proposals from qualified certified public accounting firms to provide financial audit services to the Authority.

The financial audit services will be conducted in accordance with generally accepting auditing standards, and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Audits shall be conducted for the purpose of forming an opinion of the basic financial statements taken as a whole and determining whether operations were conducted in accordance with legal and regulatory requirements.

Inland Port Authorities are authorized by Nebraska Revised Statutes § 13-3301 to 13-3316. The Municipal Inland Port Authority Act (“Act”) is intended to stimulate the Nebraska economy by incentivizing the development of new industrial hubs and providing the economic development tools necessary to acquire and develop large shovel-ready sites. In addition to the development of commercial and industrial sites, Nebraska’s inland port authorities will serve as regional merging points for multi-modal transportation and the distribution of goods. As amended by LB164, Inland Port authorities can also be utilized to build our innovation districts and serve as a vital resource for stimulating and supporting tourism, entrepreneurship, and technology-based small businesses in this state. The City of Omaha City Council approved an ordinance seeking to establish an inland port authority on January 9, 2024. The Nebraska Department of Economic Development approved the Omaha Inland Port Authority (OIPA) on March 26, 2024. The OIPA Finance Committee will oversee this project, and all financial operations will be conducted in coordination with the OIPA Board of Directors. It is the intent of the OIPA to award all services to a single company satisfying a mixture of required services and other additional services described in a respondent proposal. Banking services are anticipated to commence in December of 2024 and continue until a new solicitation is issued.

**REQUEST FOR PROPOSALS**

The Omaha Inland Port will receive proposals for audit services.

Proposals may be submitted electronically via e-mail to [thomas.warren@cityofomaha.org](mailto:thomas.warren@cityofomaha.org) . E-mail submissions should include “OIPA Audit Services Request for Proposals” in the subject line of the e-mail. Hard copies of banking proposals may be mailed or delivered to:

Omaha Inland Port Authority  
c/o City of Omaha Mayor’s Chief of Staff  
1819 Farnam Street, Suite 300  
Omaha, NE 68183

Proposals (two copies) will be accepted until 4:00 p.m., April 3, 2025.

The contract for services will be reviewed by the OIPA Finance Committee who will present a recommendation to the OIPA Board of Directors to be considered at the May 1, 2025 board meeting. While the OIPA Board anticipates selecting a successful candidate from the proposals received, the OIPA Board reserves the right to reject all proposals.

## **SPECIFIC PROPOSAL REQUIREMENTS AND CONDITIONS**

1. OIPA reserves the right to reject any and all proposals received and/or to waive any informalities or irregularities in proposals and to negotiate contract terms when such is deemed to be in the best interest of OIPA.
2. Only proposals received in the time frame and the manner specified given will be considered.
3. Original and one copy of a proposed contract should be completed and manually signed by a partner of the firm submitting the proposal.
4. Compliance with any other applicable state or national statutory or regulatory standards.
5. The fees quoted in your proposal and included in the contract will be the maximum fees paid in total, unless both parties execute an amendment to the contract. Fees quoted will be effective for a three-year period beginning with the first audit.
6. The Financial Statements to be audited include:

### Financial Statements

Statement of Net Position – OIPA, Innovation District, Operating Account (s)  
Statement of Activities

### Financial Statements

Balance Sheet  
Statement of Revenues, Expenditures, and Changes in Fund Balances –  
Statement of Net Assets  
Statement of Revenues, Expenses, and Changes in Net  
Statement of Cash Flows  
Statement of Fiduciary Net Assets  
Statement of Changes in Fiduciary Net Assets

7. The audit reports should conform to any sample reports issued by the Nebraska Auditor of Public Accounts and/or any existing AICPA Audit Guides and any other applicable state or federal statutory or regulatory standards.
8. The audit report should include a management letter that includes recommendations affecting the financial statements, internal control, accounting systems and legality of actions.
9. Bound copies of the report, including the management letter, will be required to be typed and reproduced by the firm accepting the contract in a quantity sufficient to meet the administrative needs of OIPA.
10. Draft audit reports need to be available on or before an agreed upon date and the final report will need to be available on or before a date to be agreed upon. Subsequent year audit reports will be available on an agreed upon schedule.

## **REQUIRED PROPOSAL INFORMATION**

In order to simplify the review process and to obtain the maximum degree of comparability, it is requested that the proposals include the following items and be organized in a manner specified below.

A. **Letter of Transmittal**

A letter of transmittal briefly outlining the firm's understanding of the work and general information regarding the firm and individuals to be involved shall be submitted and should be no more than two pages. It should clearly set forth the local address of the office to be performing the work, the telephone number, and the name of the contact person.

B. **Table of Contents**

Include a table of contents, which identifies the material by section, page number and a reference to the following information requested to be contained in the proposal.

C. **Profile of Firm Proposing**

1. State whether the firm is a local, national, or international firm and a brief description of the size of the firm.
2. State whether the firm is in compliance with the registration and permit requirements to engage in the practice of public accounting within the State of Nebraska.
3. Describe the local office from which the work is to be performed.
  - a. Location of office.
  - b. Current size of the office.
  - c. The size of professional staff by level, such as partner, manager, and supervisor, senior and other professional staff.
  - d. State the number of CPAs in the office.
4. Any other relevant information that describes the office that will be performing the work.

D. **Qualifications**

1. Describe the recent local office auditing experience in similar types of public funds audits to which the proposal relates. If appropriate, include regional experience in auditing similar types of public entities.
2. Include resumes of all key professional members who will be assigned to the audit. Resumes should be included for all members of the audit team from the audit partner through at least the on-site in-charge accountant. The resumes should include:
  - a. The amount of experience the individual has had in the auditing profession and with the firm.
  - b. A summary of similar audits on which the individual has worked.
  - c. A summary of the continuing professional education the individual has had in state and local governmental accounting and auditing during the last two years.
  - d. A statement as to whether the individual is independent, as defined by applicable auditing standards.
3. Describe the firm's policy on notification of changes in key personnel anticipated to be assigned to the audit.
4. A listing of, or the number of, professionals in the local office who are experienced in state and local governmental auditing with whom the audit team may consult.
5. Briefly describe the firm's system of quality control to ensure that the audit is adequately performed.
6. State whether the firm is in compliance with the training and peer review requirements of the Government Auditing Standards.
7. Provide a list of clients or references of local government agency clients.
8. Whether the firm is a member of the Government Audit Quality Center.

E. **Scope of Services and Proposed Project Schedule**

OIPA is soliciting the services of qualified certified public accounting firms to provide audit and reporting services for the fiscal year ending 2025 and annually going forward.

The selected audit firm will express an opinion on the fair presentation of OIPA's financial statements based on its audits. The auditor will conduct the audits in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, issued by the Comptroller General of the United States and in accordance with the requirements of the State of Nebraska Code relating to public government agencies.

Pre-audit meetings schedules will be established with the recommendation and acceptance of the OIPA fiscal year. Pre-audit meetings will take place as soon as possible thereafter to introduce the audit team, develop a work plan and make determinations relative to what tasks can be performed prior to the final field work to optimize OIPA's adviser and administrator staff and auditor's resources in completing the audit.

OIPA has a Board of Directors and a Finance Committee. The organization is in start-up and will require guidance from the certified public accounting firm in developing standard operating procedures and controls as well as guidance in establishing timelines.

**F. Fees and Compensation**

Provide the following information:

1. Estimated total hours by staff classification
2. Estimated out-of-pocket expenses
3. The hourly rate by staff classification
4. The all-inclusive maximum fee and out-of-pocket expenses which will not be exceeded annually during the three-year commitment period
5. The frequency and timing of your billing process

**TERM OF ENGAGEMENT**

A three-year engagement is contemplated. The Board of Commissioners reserves the right to terminate the engagement at any time by giving sixty (60) days written notice and justification if the servicing auditor fails materially to accomplish the terms of the engagement.

**SUBMITTAL OF PROPOSAL**

The anticipated timetable for proposal evaluations is as follows:

Release of RFP	February 6, 2025
Receipt of proposals	April 3, 2025
Recommendation to Board by Finance Committee	May 1, 2025
Notification of Selection after Board Approval	By May 5, 2025

OIPA will not reimburse responding firms for any expenses incurred in preparing proposals in response to this request or additional OIPA requests for meetings to further discuss the proposal.



Omaha Inland Port Authority

Operations Committee meeting: Tuesday 1/28/2025 8:00 a.m., via ZOOM

Present: Thomas Warren, Ernest White, Brook Aken

Theola Cooper was hired as the Executive Administrative Assistant/Office Manager, as a part-time employee 20 – 28 hrs per week, effective 1/27/25.

We did contact the Nebraska Treasury Department regarding the status of the grant funds and were told that the disbursement was pending the approval of the Attorney General's Office.

We, along with Brook Aken - OPPD submitted a Letter of support for LB 290 to the Urban Affairs committee, to amend the "two-mile" restriction for the development of the Airport Business Park.

We have contracts pending for the Executive Director search, the Director's and Officer's liability insurance and for the Certificate of Liability Insurance for Metropolitan Community College.

I took a site visit for potential office space at the Ames Industrial Park, located at Florence Blvd and Ames Ave. We are proposing a 1-year lease, which will be presented for approval.

Also, we have a proposal to host our website, from Stable Gray for consideration.

The lease agreement with Metropolitan Community College was executed to host our monthly Board meetings. We conducted a walk-through of the site and we will reserved the Mule Barn for our 2025 Board meetings.