

**FINANCE COMMITTEE MEETING**  
**September 20, 2017 - 8:30 a.m.**  
**AGENDA**

This meeting of the Metropolitan Area Planning Agency Finance Committee will be conducted in compliance with the Nebraska Statutes of the Open Meeting Act. The Open Meeting Act is available for reference upon request.

A. MONTHLY FINANCIAL STATEMENTS (July) Page

1. [Bank Reconciliation \(American National Bank\) and Statements on Investments](#)
2. [Receipts and Expenditures](#)
3. [Schedule of Accounts Receivable/Accounts Payable](#)
4. [Statement of Financial Position](#)
5. [Statement of Revenues and Expenditures](#)

B. FOR FINANCE COMMITTEE APPROVAL

1. Contract Payments
  - a. [The New BLK – PMT #4 - \\$7,560.00](#)
  - b. [Live Well Omaha – CMAQ – PMT #14 - \\$945.19](#)
  - c. [Live Well Omaha –Bike Safety – PMT #33 - \\$9,927.50](#)
2. Contract Payments with Exceptions
  - a. [Heartland Family Services – PMT #1 - \\$12,011.14](#)
  - b. [Metro AVL – PMT #1 - \\$143,658.09](#)
3. Investment Purchases
  - a. [Reinvestment of Certificate of Deposit \\$113,400](#)

MAPA staff recommends investment of \$63,400 in a 5 year CD earning 2.1% per year and \$50,000 in a 5 year income plus CD linked to large cap US Equities type B. In the income plus CD the base interest rate is 0.75% with a potential to earn 4.25% based on the annual performance of the equities within the fund. These CDs are part of funds set aside by the MAPA Board to assist in costs associated with dissolution. The current balance is \$371,600 or approximately 2.4 months of operations.
  - b. Purchase of a 12 month \$100,000 bond:

MAPA staff recommend investing \$100,000 out of \$300,725 general reserves held in short term investments with NPAIT. The funds are currently earning 0.55%. In a 12 month bond, the funds could earn 1.538%.

- c. Purchase of a 6 month \$137,861 bond:  
MAPA staff recommend investing \$137,861 out of \$137,861 from the Aerial Photography project funds held in short term investments with NPAIT. The funds are currently earning 0.55%. In a 6 month bond, the funds could earn 1.415%.

4. Travel

- a. [NROC Staff Retreat & Board Meeting – Kearney, NE – October 17-18 – Youell, Gross, Anderson, Roth - \\$1,344.80](#)

C. RECOMMENDATIONS TO THE BOARD

1. Final Payment with Exceptions – Prior to Completion Draw Down

MAPA will hold the funds until work is complete and final payments are approved by both the MAPA Finance Committee and the MAPA Board of Directors. If necessary funds will be repaid.

- a. Heartland Family Services – Not to Exceed - \$9,988.86
- b. Metro AVL – Not to Exceed - \$737,591.91
- c. SWITA – Not to Exceed - \$106,000.00

2. [Approval of Interlocal Agreement for US Highway 34 Bike and Walking Trail](#)

3. [Draft NDOT/MAPA Agreement for Highway 34/75 Bridge Trail](#)

4. New Contract

- a. [18NDED01 - Nebraska Department of Economic Development Planning Assistance](#)

D. DISCUSSION/INFORMATION

- 1. MAPA Annual Dinner & Annual Award Nominees/Recipients
- 2. Employee Compensation Profiles
- 3. NROC Bylaws

E. OTHER

F. ADJOURNMENT



**METROPOLITAN AREA PLANNING AGENCY**  
**BANK RECONCILIATION STATEMENT**  
 July 2017

AMERICAN NATIONAL BANK

Balance per bank, July 31, 2017		\$617,466.15
Less: Checks Outstanding (7/31/17)	\$64,324.47	<u>(\$64,324.47)</u>
Cash in bank July 31, 2017		<u>\$553,141.68</u>
General Ledger Balance, June 30, 2017		\$610,635.96
Cash Receipts		\$151,468.13
Less:		
Checks (7/2017)	\$76,879.14	
ACH Payroll (7/2017)	\$64,744.91	
ACH Federal Payroll Taxes	\$22,453.08	
Nationwide Payroll Contribution	\$11,194.98	
Blue Cross Blue Shield of NE Health Ins.	\$19,735.48	
Nebraska State withholding Tax	\$3,230.22	
Postalia	\$200.00	
Bank Charges	\$37.77	
Quarterly SUTA	\$0.00	
Nebraska Sales tax	\$0.00	
Pay Flex (7/2017)	\$1,202.81	
ACH VISA card (7/2017)	\$8,084.02	
Auto - Gas/Maintenance	\$55.94	
Data Processing	\$173.80	
Due from Employee	\$105.93	
Forums	\$12.24	
Membership - Reference Materials	\$264.25	
Miscellaneous Expenses	\$2.14	
Officials Expense - NARC	\$1,367.08	
Prepaid Expenses	\$3,214.00	
Gigabit City Summit	\$2,874.00	
Other	\$340.00	
Telephone	\$16.23	
Travel & Conferences	\$2,872.41	
NARC	\$1,944.68	
RPA-Helgerson-Denver, CO	\$813.37	
Other	\$114.36	
Transfer to NPAIT-Capitol Reserve		\$1,200.00
		<u>\$208,962.41</u>
General Ledger Balances, July 31, 2017		<u>\$553,141.68</u>
Less deposits held for other jurisdictions		<u>(\$96,386.41)</u>
Available Cash Balance		<u>\$456,755.27</u>

**STATEMENT ON INVESTMENT**

**Treasury Bills**

July 2017

Equity	CD	9/11/2017	Securities America	\$ 100,015.00	\$ 100,000.00	1.350%
Deferred Payroll	Money Market		Securities America	\$ 14,496.63	\$ 14,496.63	0.010%
Deferred Payroll	CD	9/4/2018	Securities America	\$ 100,245.00	\$ 100,000.00	1.650%
Deferred Payroll	CD	7/23/2019	Securities America	\$ 1,057.50	\$ 1,050.00	2.100%
Equity	CD	7/23/2019	Securities America	\$ 104,692.20	\$ 103,950.00	2.100%
Equity	CD	5/1/2020	Securities America	\$ 49,928.50	\$ 50,000.00	1.750%
Accrued Interest				\$ 1,490.12		
Total				<u>\$ 371,924.95</u>		

**NPAIT INVESTMENTS**

MAPA	General	Capitol	Ortho Quads	Sarpy Co. Revolving	Special Projects	TOTAL
	MAPA	MAPA	(Aerial Photo)	Loan Fund	MAPA	MAPA
Acct #	001	002	004	005	008	
Beg Balance	312,614.54	51,475.48	58,150.95	46,378.44	372,642.24	<b>841,261.65</b>
Sponsor Fees	166.77					<b>166.77</b>
Interest	151.49	25.38	28.17	22.46	180.49	<b>407.99</b>
Transfer from General checking		1,200.00				<b>1,200.00</b>
	<u>312,932.80</u>	<u>52,700.86</u>	<u>58,179.12</u>	<u>46,400.90</u>	<u>372,822.73</u>	<b><u>843,036.41</u></b>
Less Reserve for other projects	3,889.00					
Available for the Agency	<u>309,043.80</u>					

MAPA Foundation	Foundation	NDO	Washington Co.	TOTAL
	MAMA		Revoloving Loan Fund	MAPA Foundaton
Acct #	003	006	007	
Beg Balance	32,957.27	113,107.21	159,258.10	<b>305,322.58</b>
Sponsor Fees				
Interest	15.96	55.22	77.14	<b>148.32</b>
Transfer from Foundation checking		1,687.00	25,000.00	<b>26,687.00</b>
	<u>32,973.23</u>	<u>114,849.43</u>	<u>184,335.24</u>	<b><u>332,157.90</u></b>

**Metropolitan Area Planning Agency  
Bank Register Report - Operating Account**

July 2017

Transaction Number	Transaction Date	Reference	Payments
16192	7/11/2017	Capital Business Systems Inc.	\$381.18
16193	7/11/2017	The Daily Nonpareil	\$42.37
16194	7/11/2017	The Daily Record	\$49.60
16195	7/11/2017	Digital Express	\$355.21
16196	7/11/2017	First Nebr. Educators Credit U	\$200.00
16197	7/11/2017	Kissel/ E&S Associates L.L.C.	\$833.33
16198	7/11/2017	Metro	\$7,220.40
16199	7/11/2017	Nebraska Dept. of Roads	\$2,043.49
16200	7/11/2017	Payless Office Products, Inc.	\$32.52
16201	7/11/2017	Shoreline	\$699.60
16203	7/11/2017	Travis Halm	\$408.57
16204	7/11/2017	United Way	\$133.00
16205	7/26/2017	Capital Business Systems Inc.	\$599.77
16206	7/26/2017	Capital Business Systems Inc.	\$56.00
16207	7/26/2017	CenturyLink	\$53.76
16208	7/26/2017	The Daily Record	\$40.00
16209	7/26/2017	Digital Express	\$155.40
16210	7/26/2017	Douglas County Treasurer	\$127.10
16211	7/26/2017	FedEx	\$77.30
16212	7/26/2017	First Nebr. Educators Credit U	\$200.00
16213	7/26/2017	Iowa Association of Regional Councils	\$130.00
16214	7/26/2017	Live Well Omaha	\$16,391.23
16215	7/26/2017	Lovgren Marketing Group	\$41,954.38
16216	7/26/2017	Matt Roth	\$27.36
16217	7/26/2017	Michael Helgerson	\$29.60
16218	7/26/2017	Office Depot	\$30.48
16219	7/26/2017	Omaha Douglas Public Bldg.Comm	\$2.75
16220	7/26/2017	Payless Office Products, Inc.	\$104.95
16221	7/26/2017	PLIC-SBD Grand Island	\$1,203.89
16222	7/26/2017	SHRM	\$199.00
16223	7/26/2017	Standard Printing Company	\$331.40
16224	7/26/2017	Steve Jensen	\$2,632.50
16225	7/26/2017	United Way	\$133.00
			\$76,879.14

**Metropolitan Area Planning Agency**  
**Bank Register Report - Operating Account**  
July 2017

**Check Disbursement Detail**

Advertising	\$131.97
Auto - Gas/Maintenance	\$127.10
Contracts	\$44,586.88
Copier Lease/Charges	\$1,036.95
Copier Paper & Supplies	\$70.40
Data Processing	\$1,350.00
Employee Benefits/Withholding	\$1,869.89
Forums	\$699.60
Membership - Reference Materials	\$199.00
Office Rent	\$5,800.00
Pass Through Contracts - Planning	\$575.38
Pass Through Contracts - STP	\$17,859.34
Postage	\$77.30
Printing	\$842.01
Professional Services	\$833.33
Supplies	\$167.95
Telephone	\$53.76
Travel & Conferences	\$598.28
	<u>\$76,879.14</u>

**Metropolitan Area Planning Agency**  
**Cash Receipts Report**  
 July 2017

<b>Date</b>	<b>Type</b>	<b>Payer</b>	<b>Receipt Number</b>	<b>Deposit Number</b>	<b>Amount</b>
7/5/2017	Received EFT	FEDERAL TRANSIT ADMINISTRATION	870	556	\$3,435.00
7/5/2017	Received EFT	FEDERAL TRANSIT ADMINISTRATION	871	556	\$10,479.00
7/7/2017	Check	City of Silver City, Iowa	872	557	\$24.00
7/7/2017	Check	IOWA WEST FOUNDATION	873	557	\$958.00
7/7/2017	Check	Peter Kiewit Foundation	874	557	\$958.00
7/21/2017	Check	Harrison County	878	558	\$600.00
7/21/2017	Check	Ralston Public Schools	879	558	\$12.00
7/21/2017	Check	Metro Transit	880	558	\$2,043.49
7/21/2017	Check	Washington County	881	558	\$4,706.00
7/21/2017	Check	Mills County	882	558	\$600.00
7/21/2017	Check	Douglas County	883	558	\$52,899.00
7/21/2017	Check	Douglas County	883	558	\$12.00
7/21/2017	Check	City of La Vista	884	558	\$54.00
7/21/2017	Check	Sarpy County	885	558	\$36,941.00
7/25/2017	Received EFT	NDOR- Bike Education (Live Well)	887	559	\$15,815.85
7/28/2017	Check	HDR Engineering, Inc.	890	561	\$146.86
7/28/2017	Check	Pottawattamie County, Iowa	891	561	\$21,666.00
7/28/2017	Check	Omaha Airport Authority	892	561	\$12.00
7/28/2017	Check	Karria	893	562	\$105.93
					<b><u>\$151,468.13</u></b>

<b>Account Description</b>	<b>Amount</b>
Due from Employee	\$105.93
Federal Revenue	\$29,729.85
Forums	\$146.86
Forums/Annual Dinner	\$114.00
Heartland 2050 Local Revenue	\$1,200.00
Local Revenue	\$118,255.49
Travel & Conferences	\$1,916.00

**Metropolitan Area Planning Agency  
Payroll Register  
July 2017**

Pay Types/Benefits	Hours	Amount
ER H.I.	0.00	\$6,409.16
ER H.I. CH	0.00	\$824.38
ER H.I. FA	0.00	\$4,959.44
ER H.I. SP	0.00	\$2,888.58
Hourly	485.00	\$7,186.65
Hourly - Reg	958.50	\$20,960.23
Life & Dis	0.00	\$391.30
Salary	0.00	\$66,755.31
	Gross Pay	\$94,902.19
	Gross Benefits	\$15,472.86
	Gross Pay/Benefits	\$110,375.05

Deductions/Employee Taxes	Adj. Gross	Amount
457-\$	N/A	\$700.00
457-%	N/A	\$1,708.62
457-Roth \$	N/A	\$100.00
457-Roth%	N/A	\$530.50
AFLAC	N/A	\$343.38
AT AFLAC	N/A	\$32.64
Credit Union	N/A	\$400.00
Dental Ins	N/A	\$660.58
Flex Plan 17	N/A	\$1,419.14
Health Ins	N/A	\$1,483.90
Pension Loan	N/A	\$92.78
Pension Plan	N/A	\$3,335.17
Retirement	N/A	\$142.04
United Way	N/A	\$266.00
VISION	N/A	\$109.81
Federal	83,821.59	\$8,547.60
Medicare	90,885.38	\$1,317.85
Soc Security	90,885.38	\$5,634.89
State - NE	84,541.59	\$3,332.38
	Deductions/Employee Taxes:	\$30,157.28

Employer Expenses	Adj. Gross	Amount
ER Pension	N/A	\$4,585.87
Medicare	90,885.38	\$1,317.85
Soc Security	90,885.38	\$5,634.89
SUTA	6,796.28	\$35.34
	Additional Employer Expenses:	\$11,573.95

GRAND TOTAL NET PAY: \$64,744.91

GRAND TOTAL EXPENSE: \$121,949.00



# Metropolitan Area Planning Agency Aged Accounts Receivable Report

July 31, 2017

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>City of Crescent</b>		6/16/2017					
<i>City of Crescent</i>		6/16/2017	\$0.00	\$1,192.12	\$0.00	\$0.00	\$1,192.12
<b>Totals for City of Crescent:</b>			\$0.00	\$1,192.12	\$0.00	\$0.00	\$1,192.12
<b>City of Gretna</b>		8/25/2017					
<i>City of Gretna</i>		8/25/2017	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00
<b>Totals for City of Gretna:</b>			\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00
<b>City of Henderson</b>		5/18/2017					
<i>City of Henderson</i>		5/18/2017	(\$1.00)	\$0.00	\$0.00	\$0.00	(\$1.00)
<b>Totals for City of Henderson:</b>			(\$1.00)	\$0.00	\$0.00	\$0.00	(\$1.00)
<b>City of Louisville, NE</b>		8/18/2017					
<i>City of Louisville, NE</i>		8/18/2017	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
<b>Totals for City of Louisville, NE:</b>			\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
<b>City of Macedonia</b>		3/28/2017					
<i>City of Macedonia</i>		3/28/2017	(\$0.26)	\$0.00	\$0.00	\$0.00	(\$0.26)
<b>Totals for City of Macedonia:</b>			(\$0.26)	\$0.00	\$0.00	\$0.00	(\$0.26)
<b>City of Missouri Valley</b>		6/16/2017					
<i>City of Missouri Valley</i>		6/16/2017	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00
<b>Totals for City of Missouri Valley:</b>			\$0.00	\$0.00	\$0.00	\$300.00	\$300.00
<b>City of Omaha</b>		9/8/2017					
<i>City of Omaha</i>		9/8/2017	\$0.00	\$6,050.58	\$0.00	\$1,023.40	\$7,073.98
<b>Totals for City of Omaha:</b>			\$0.00	\$6,050.58	\$0.00	\$1,023.40	\$7,073.98
<b>Department of Defense</b>		5/3/2017					
<i>Department of Defense</i>		5/3/2017	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00
<b>Totals for Department of Defense:</b>			\$0.00	\$0.00	\$0.00	\$1.00	\$1.00
<b>Douglas County Engineers</b>		4/8/2016					
<i>Douglas County Engineers</i>		4/8/2016	\$67,364.00	\$0.00	\$0.00	\$0.00	\$67,364.00
<b>Totals for Douglas County Engineers:</b>			\$67,364.00	\$0.00	\$0.00	\$0.00	\$67,364.00

# Metropolitan Area Planning Agency Aged Accounts Receivable Report

July 31, 2017

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>FEDERAL TRANSIT ADMINISTRATION</b>		8/4/2017					
<i>FEDERAL TRANSIT ADMINISTRATION</i>		8/4/2017	\$0.00	\$111,089.05	\$0.00	\$87,756.00	\$198,845.05
<b>Totals for FEDERAL TRANSIT ADMINISTRATIC</b>			\$0.00	\$111,089.05	\$0.00	\$87,756.00	\$198,845.05
<b>IOWA DEPARTMENT OF TRANSPORTATION</b>		8/22/2017					
<i>IOWA DEPARTMENT OF TRANSPORTATION</i>		8/22/2017	\$0.00	\$90,169.00	\$0.00	\$0.00	\$90,169.00
<b>Totals for IOWA DEPARTMENT OF TRANSPOR</b>			\$0.00	\$90,169.00	\$0.00	\$0.00	\$90,169.00
<b>JEO Consulting Group, Inc.</b>		4/28/2017					
<i>JEO Consulting Group, Inc.</i>		4/28/2017	\$0.00	\$4,830.00	\$0.00	\$0.00	\$4,830.00
<b>Totals for JEO Consulting Group, Inc.:</b>			\$0.00	\$4,830.00	\$0.00	\$0.00	\$4,830.00
<b>Metro Transit</b>		9/1/2017					
<i>Metro Transit</i>		9/1/2017	\$0.00	\$3,725.73	\$0.00	\$0.00	\$3,725.73
<b>Totals for Metro Transit:</b>			\$0.00	\$3,725.73	\$0.00	\$0.00	\$3,725.73
<b>Mills County</b>		8/25/2017					
<i>Mills County</i>		8/25/2017	\$17,961.67	\$3,502.00	\$0.00	\$0.00	\$21,463.67
<b>Totals for Mills County:</b>			\$17,961.67	\$3,502.00	\$0.00	\$0.00	\$21,463.67
<b>NDOR- Bike Education (Live Well)</b>		8/1/2017					
<i>NDOR- Bike Education (Live Well)</i>		8/1/2017	\$146.49	\$4,877.29	\$0.00	\$0.00	\$5,023.78
<b>Totals for NDOR- Bike Education (Live Well):</b>			\$146.49	\$4,877.29	\$0.00	\$0.00	\$5,023.78
<b>NDOR- CMAQ</b>		5/17/2017					
<i>NDOR- CMAQ</i>		5/17/2017	\$0.00	\$0.00	\$0.00	\$5,256.70	\$5,256.70
<b>Totals for NDOR- CMAQ:</b>			\$0.00	\$0.00	\$0.00	\$5,256.70	\$5,256.70
<b>NDOR</b>		6/19/2017					
<i>NDOR</i>		6/19/2017	\$0.00	\$166,575.66	\$0.00	\$0.00	\$166,575.66
<b>Totals for NDOR:</b>			\$0.00	\$166,575.66	\$0.00	\$0.00	\$166,575.66
<b>Nebraska Corn Board</b>		8/30/2017					
<i>Nebraska Corn Board</i>		8/30/2017	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
<b>Totals for Nebraska Corn Board:</b>			\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00

# Metropolitan Area Planning Agency Aged Accounts Receivable Report

July 31, 2017

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>Nebraska Department of Economic Development</b>		12/27/2016					
<i>Nebraska Department of Economic Development</i>		12/27/2016	(\$90.00)	\$0.00	\$0.00	\$0.00	(\$90.00)
<b>Totals for Nebraska Department of Economic D</b>			(\$90.00)	\$0.00	\$0.00	\$0.00	(\$90.00)
<b>Omaha Housing Authority</b>		8/11/2017					
<i>Omaha Housing Authority</i>		8/11/2017	\$0.00	\$12.00	\$0.00	\$0.00	\$12.00
<b>Totals for Omaha Housing Authority:</b>			\$0.00	\$12.00	\$0.00	\$0.00	\$12.00
<b>Pottawattamie County, Iowa</b>		7/28/2017					
<i>Pottawattamie County, Iowa</i>		7/28/2017	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
<b>Totals for Pottawattamie County, Iowa:</b>			\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
<b>Sam Setter</b>							
<i>Sam Setter</i>			\$0.00	\$0.00	\$0.00	\$12.84	\$12.84
<b>Totals for Sam Setter:</b>			\$0.00	\$0.00	\$0.00	\$12.84	\$12.84
<b>Sarpy County</b>		8/25/2017					
<i>Sarpy County</i>		8/25/2017	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00
<b>Totals for Sarpy County:</b>			\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00
<b>The Hartford</b>		8/24/2017					
<i>The Hartford</i>		8/24/2017	\$0.00	\$82.00	\$0.00	\$0.00	\$82.00
<b>Totals for The Hartford:</b>			\$0.00	\$82.00	\$0.00	\$0.00	\$82.00
<b>Grand Totals:</b>			<b>\$128,180.90</b>	<b>\$392,105.43</b>	<b>\$0.00</b>	<b>\$94,359.94</b>	<b>\$614,646.27</b>

**Metropolitan Area Planning Agency**  
**Aged Accounts Payable Report**  
 July 31, 2017

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
<b>AFLAC</b>								
AFLAC	566858	July	\$400.08	\$0.00	\$0.00	\$0.00	\$0.00	\$400.08
<i>Totals for AFLAC:</i>			<i>\$400.08</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$400.08</i>
<b>BenefitPlansInc.</b>								
BenefitPlansInc.	16648		\$0.00	\$87.50	\$0.00	\$0.00	\$0.00	\$87.50
BenefitPlansInc.	16649		\$0.00	\$530.00	\$0.00	\$0.00	\$0.00	\$530.00
<i>Totals for BenefitPlansInc.:</i>			<i>\$0.00</i>	<i>\$617.50</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$617.50</i>
<b>Black Hills Works Inc</b>								
Black Hills Works Inc	AR 3130		\$0.00	\$8,450.50	\$0.00	\$0.00	\$0.00	\$8,450.50
<i>Totals for Black Hills Works Inc:</i>			<i>\$0.00</i>	<i>\$8,450.50</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$8,450.50</i>
<b>Capital Business Systems Inc.</b>								
Capital Business Systems Inc.	717999		\$72.71	\$0.00	\$0.00	\$0.00	\$0.00	\$72.71
Capital Business Systems Inc.	717951		\$100.25	\$0.00	\$0.00	\$0.00	\$0.00	\$100.25
Capital Business Systems Inc.	717950		\$578.77	\$0.00	\$0.00	\$0.00	\$0.00	\$578.77
<i>Totals for Capital Business Systems Inc.:</i>			<i>\$751.73</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$751.73</i>
<b>City of Council Bluffs</b>								
City of Council Bluffs	6.30.17		\$0.00	\$28,788.20	\$0.00	\$0.00	\$0.00	\$28,788.20
<i>Totals for City of Council Bluffs:</i>			<i>\$0.00</i>	<i>\$28,788.20</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$28,788.20</i>
<b>City of Omaha Cashier</b>								
City of Omaha Cashier	17-4		\$0.00	\$12,403.18	\$0.00	\$0.00	\$0.00	\$12,403.18
<i>Totals for City of Omaha Cashier:</i>			<i>\$0.00</i>	<i>\$12,403.18</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$12,403.18</i>
<b>City of Omaha Cashier</b>								
City of Omaha Cashier	137478		\$0.00	\$12,501.33	\$0.00	\$0.00	\$0.00	\$12,501.33
<i>Totals for City of Omaha Cashier:</i>			<i>\$0.00</i>	<i>\$12,501.33</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$12,501.33</i>
<b>Cross Dillon Tire Omaha</b>								
Cross Dillon Tire Omaha	6409087		\$0.00	\$162.75	\$0.00	\$0.00	\$0.00	\$162.75
<i>Totals for Cross Dillon Tire Omaha:</i>			<i>\$0.00</i>	<i>\$162.75</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$162.75</i>
<b>The Daily Nonpareil</b>								
The Daily Nonpareil	7.30.17		\$69.36	\$0.00	\$0.00	\$0.00	\$0.00	\$69.36
<i>Totals for The Daily Nonpareil:</i>			<i>\$69.36</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$69.36</i>
<b>The Daily Record</b>								
The Daily Record	106851		\$25.70	\$0.00	\$0.00	\$0.00	\$0.00	\$25.70

**Metropolitan Area Planning Agency**  
**Aged Accounts Payable Report**  
 July 31, 2017

<b>Vendor Name</b>	<b>Trans. No.</b>	<b>Description</b>	<b>current</b>	<b>31-60</b>	<b>61-90</b>	<b>over 90</b>	<b>Credits</b>	<b>Net Due</b>
<i>Totals for The Daily Record:</i>			\$25.70	\$0.00	\$0.00	\$0.00	\$0.00	\$25.70
<b>DAS State Accounting - Central Finance</b>								
DAS State Accounting - Central Finance	530370		\$30.08	\$0.00	\$0.00	\$0.00	\$0.00	\$30.08
<i>Totals for DAS State Accounting - Central Finance:</i>			\$30.08	\$0.00	\$0.00	\$0.00	\$0.00	\$30.08
<b>Douglas County GIS</b>								
Douglas County GIS	12		\$0.00	\$21,752.87	\$0.00	\$0.00	\$0.00	\$21,752.87
<i>Totals for Douglas County GIS:</i>			\$0.00	\$21,752.87	\$0.00	\$0.00	\$0.00	\$21,752.87
<b>Douglas County Treasurer</b>								
Douglas County Treasurer	4805		\$376.54	\$0.00	\$0.00	\$0.00	\$0.00	\$376.54
<i>Totals for Douglas County Treasurer:</i>			\$376.54	\$0.00	\$0.00	\$0.00	\$0.00	\$376.54
<b>Florence Home for the Aged</b>								
Florence Home for the Aged	6.30.17		\$0.00	\$8,397.00	\$0.00	\$0.00	\$0.00	\$8,397.00
<i>Totals for Florence Home for the Aged:</i>			\$0.00	\$8,397.00	\$0.00	\$0.00	\$0.00	\$8,397.00
<b>Francotyp-Postalia, Inc.</b>								
Francotyp-Postalia, Inc.	RI103324551		\$84.00	\$0.00	\$0.00	\$0.00	\$0.00	\$84.00
Francotyp-Postalia, Inc.	RI103328710		\$24.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24.00
<i>Totals for Francotyp-Postalia, Inc.:</i>			\$108.00	\$0.00	\$0.00	\$0.00	\$0.00	\$108.00
<b>Ideal Pure Water</b>								
Ideal Pure Water	1365989		\$42.90	\$0.00	\$0.00	\$0.00	\$0.00	\$42.90
<i>Totals for Ideal Pure Water:</i>			\$42.90	\$0.00	\$0.00	\$0.00	\$0.00	\$42.90
<b>Iowa Association of Regional Councils</b>								
Iowa Association of Regional Councils	79	FY 18 Annual Membership Dues	\$3,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,600.00
<i>Totals for Iowa Association of Regional Councils:</i>			\$3,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,600.00
<b>Kevin Bridges</b>								
Kevin Bridges	7-24-17		\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
<i>Totals for Kevin Bridges:</i>			\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
<b>Live Well Omaha</b>								
Live Well Omaha	29, P.31		\$0.00	\$2,617.29	\$0.00	\$0.00	\$0.00	\$2,617.29
Live Well Omaha	30		\$0.00	\$2,260.00	\$0.00	\$0.00	\$0.00	\$2,260.00
Live Well Omaha	30		\$146.49	\$0.00	\$0.00	\$0.00	\$0.00	\$146.49
Live Well Omaha	18		\$0.00	\$1,650.00	\$0.00	\$0.00	\$0.00	\$1,650.00
Live Well Omaha	18		\$619.75	\$0.00	\$0.00	\$0.00	\$0.00	\$619.75

# Metropolitan Area Planning Agency

## Aged Accounts Payable Report

July 31, 2017

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
<i>Totals for Live Well Omaha:</i>			\$766.24	\$6,527.29	\$0.00	\$0.00	\$0.00	\$7,293.53
<b>Lovgren Marketing Group</b>								
Lovgren Marketing Group	19177		\$0.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00
Lovgren Marketing Group	19177		\$11,254.41	\$0.00	\$0.00	\$0.00	\$0.00	\$11,254.41
<i>Totals for Lovgren Marketing Group:</i>			\$11,254.41	\$4,500.00	\$0.00	\$0.00	\$0.00	\$15,754.41
<b>Metro</b>								
Metro	32689		\$0.00	\$0.00	\$0.00	\$28,174.79	\$0.00	\$28,174.79
Metro	33053	IT Service Increase Dec.'16-Jun.'17	\$0.00	\$175.00	\$0.00	\$0.00	\$0.00	\$175.00
<i>Totals for Metro:</i>			\$0.00	\$175.00	\$0.00	\$28,174.79	\$0.00	\$28,349.79
<b>The New BLK</b>								
The New BLK	NB0024-825		\$0.00	\$7,560.00	\$0.00	\$0.00	\$0.00	\$7,560.00
<i>Totals for The New BLK:</i>			\$0.00	\$7,560.00	\$0.00	\$0.00	\$0.00	\$7,560.00
<b>Olsson Associates</b>								
Olsson Associates	277161		\$0.00	\$271.53	\$0.00	\$0.00	\$0.00	\$271.53
<i>Totals for Olsson Associates:</i>			\$0.00	\$271.53	\$0.00	\$0.00	\$0.00	\$271.53
<b>Opinion Tribune</b>								
Opinion Tribune	7.25.17		\$64.95	\$0.00	\$0.00	\$0.00	\$0.00	\$64.95
<i>Totals for Opinion Tribune:</i>			\$64.95	\$0.00	\$0.00	\$0.00	\$0.00	\$64.95
<b>Payless Office Products, Inc.</b>								
Payless Office Products, Inc.	2867258-0		\$36.96	\$0.00	\$0.00	\$0.00	\$0.00	\$36.96
<i>Totals for Payless Office Products, Inc.:</i>			\$36.96	\$0.00	\$0.00	\$0.00	\$0.00	\$36.96
<b>Pictometry International Corp.</b>								
Pictometry International Corp.	INV016176		\$0.00	\$288,083.00	\$0.00	\$0.00	\$0.00	\$288,083.00
<i>Totals for Pictometry International Corp.:</i>			\$0.00	\$288,083.00	\$0.00	\$0.00	\$0.00	\$288,083.00
<b>Pottawattamie County GIS</b>								
Pottawattamie County GIS	20170630		\$0.00	\$18,874.11	\$0.00	\$0.00	\$0.00	\$18,874.11
<i>Totals for Pottawattamie County GIS:</i>			\$0.00	\$18,874.11	\$0.00	\$0.00	\$0.00	\$18,874.11
<b>Reliable Auto Repair</b>								
Reliable Auto Repair	27599		\$34.63	\$0.00	\$0.00	\$0.00	\$0.00	\$34.63
<i>Totals for Reliable Auto Repair:</i>			\$34.63	\$0.00	\$0.00	\$0.00	\$0.00	\$34.63
<b>Sarpy County Planning</b>								
Sarpy County Planning	2017-4		\$0.00	\$3,245.67	\$0.00	\$0.00	\$0.00	\$3,245.67

# Metropolitan Area Planning Agency Aged Accounts Payable Report

July 31, 2017

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
		<i>Totals for Sarpy County Planning:</i>	\$0.00	\$3,245.67	\$0.00	\$0.00	\$0.00	\$3,245.67
<b>Signs Now</b>								
Signs Now	M 55218		\$556.40	\$0.00	\$0.00	\$0.00	\$0.00	\$556.40
		<i>Totals for Signs Now:</i>	\$556.40	\$0.00	\$0.00	\$0.00	\$0.00	\$556.40
<b>Verizon</b>								
Verizon	9789466991		\$83.46	\$0.00	\$0.00	\$0.00	\$0.00	\$83.46
		<i>Totals for Verizon:</i>	\$83.46	\$0.00	\$0.00	\$0.00	\$0.00	\$83.46
<b>GRAND TOTALS:</b>			<b>\$18,701.44</b>	<b>\$422,309.93</b>	<b>\$0.00</b>	<b>\$28,174.79</b>	<b>\$0.00</b>	<b>\$469,186.16</b>

A total of 41 transaction(s) listed

# Metropolitan Area Planning Agency Statement of Financial Position

July 31, 2017

	<b>Actual</b>
<b>Assets</b>	
10-1000 Petty Cash	\$87.19
10-1005 Paypal Account	\$92.20
10-1010 Cash - American National Bank	\$553,141.68
10-1030 Treasury Bills	\$371,924.95
10-1040 NPAIT Investments General	\$309,043.80
10-1045 NPAIT Investments Capitol Reserve	\$52,700.86
10-1050 NPAIT Investments Ortho Quads	\$58,179.12
10-1100 Accounts Receivable	\$614,646.27
10-1110 Due To/Due From Funds	(\$387,163.97)
10-1300 Prepaid Expenses	\$14,149.36
10-1310 Prepaid Insurance	\$15,085.00
11-1110 Due To/Due From Funds	(\$3,529.56)
12-1055 NPAIT Investments Sarpy Co. Revolving Loan	\$46,400.90
13-1200 Furniture, Fixtures & Equipment	\$139,222.20
13-1205 Vehicles	\$51,215.35
13-1220 Less: Accumulated Depreciation	\$150,231.69
15-1040 NPAIT Investments General	\$3,889.00
15-1045 NPAIT Investments Special Projects	\$372,822.73
15-1110 Due To/Due From Funds	\$393,360.77
20-1020 Cash - ANB Foundation	\$15,867.97
20-1060 NPAIT Investments Foundation	\$32,973.23
20-1065 NPAIT Investments FD NDO	\$114,849.43
20-1070 NPAIT Investments FD Washington County Revolving	\$184,335.24
20-1110 Due To/Due From Funds	(\$2,667.24)
20-1410 Note Receivable Grapel	\$235,997.62
20-1415 Note Receivable - Sterling Ambitions, LLC	\$43,055.00
20-1425 Note Receivable KB Quality Meats	\$15,762.00
40-1100 Accounts Receivable	\$356,104.02
<b>Total Assets</b>	<b>\$3,451,313.43</b>

## Liabilities and Fund Balance

### Liabilities

10-2000 Accounts Payable	\$467,848.92
10-2105 Nebraska Withholding	\$3,332.38
10-2115 AFLAC W/H Payable	(\$101.03)
10-2125 Dental Insurance W/H Payable	(\$1,127.95)
10-2126 Life & Disability Insurance Payable	(\$724.20)
10-2130 Flex W/H Payable	\$11.06
10-2132 Vision Insurance Payable	\$60.02
10-2135 Health Insurance Payable	(\$10,636.35)



# Metropolitan Area Planning Agency Statement of Financial Position

July 31, 2017

**Actual**

10-2160	SUTA Tax	\$138.33
10-2170	Nebraska Sales Tax Payable	\$0.84
10-2210	Accrued Compensated Absences	\$41,796.74
10-2220	Accrued Audit Fees	\$10,800.00
20-2000	Accounts Payable	\$1,337.04
20-2430	Deferred Revolving Loan	\$358,001.67
20-2500	Note Payable Invest NE	\$235,997.62
40-2000	Accounts Payable	\$462,232.00
<b>Total Liabilities</b>		<b>\$1,568,967.09</b>

**Fund Balance**

10-3000	Fund Balance Undesignated	\$664,358.18
10-3010	Fund Balance Assigned	\$71,129.52
10-3020	Fund Balance Committed	\$355,000.00
11-3000	Fund Balance Undesignated	(\$3,529.56)
12-3100	Fund Balance Restricted	\$46,400.90
13-3005	Invested in Capital Assets	\$40,205.86
15-3010	Fund Balance Assigned	\$740,106.55
15-3100	Fund Balance Restricted	\$29,965.95
20-3000	Fund Balance Undesignated	\$44,836.92
40-3010	Fund Balance Assigned	(\$106,127.98)
<b>Total Fund Balance</b>		<b>\$1,882,346.34</b>

**Total Liabilities and Fund Balance** **\$3,451,313.43**

# Metropolitan Area Planning Agency Statement of Revenues and Expenditures

July 31, 2017

		<u>7/1/17 - 7/31/17</u>		<u>7/1/17 - 7/31/17</u>		% to YTD Budget	Variance to YTD Budget	FY 2018 Budget
		Actual	Budget	Actual YTD	Budget YTD			
<b>Revenues</b>								
10-4100	Federal Revenue	\$146.49	\$0.00	\$146.49	\$0.00	0.00 %	(\$146.49)	\$3,911,869.00
10-4200	State Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	\$152,576.00
10-4300	Local Revenue	\$187,078.00	\$196,189.00	\$187,078.00	\$196,189.00	95.36 %	\$9,111.00	\$392,378.00
10-4310	Match Contributions	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	\$74,554.00
10-4350	Heartland 2050 Local Revenue	\$1,300.00	\$0.00	\$1,300.00	\$0.00	0.00 %	(\$1,300.00)	\$79,200.00
10-4400	Contracts	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	\$582,608.00
10-4500	Forums/Annual Dinner	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	\$16,000.00
10-4510	In-Kind Revenue	\$191.56	\$0.00	\$191.56	\$0.00	0.00 %	(\$191.56)	\$834,312.00
10-4520	Investment Earnings	\$550.13	\$0.00	\$550.13	\$0.00	0.00 %	(\$550.13)	\$0.00
10-4540	Miscellaneous	\$166.77	\$0.00	\$166.77	\$0.00	0.00 %	(\$166.77)	\$417,500.00
15-4300	Local Revenue	\$52,961.67	\$0.00	\$52,961.67	\$0.00	0.00 %	(\$52,961.67)	\$0.00
15-4310	Match Contributions	\$5,000.00	\$0.00	\$5,000.00	\$0.00	0.00 %	(\$5,000.00)	\$0.00
15-4520	Investment Earnings	\$180.49	\$0.00	\$180.49	\$0.00	0.00 %	(\$180.49)	\$0.00
<b>Total Revenues</b>		<b>\$247,575.11</b>	<b>\$196,189.00</b>	<b>\$247,575.11</b>	<b>\$196,189.00</b>	<b>126.19 %</b>	<b>(\$51,386.11)</b>	<b>\$6,460,997.00</b>
<b>Expenses</b>								
10-5000	Salaries	\$32,115.65	\$113,630.25	\$32,115.65	\$113,630.25	28.26 %	\$81,514.60	\$1,363,563.00
10-5100	FICA	\$6,952.74	\$9,536.75	\$6,952.74	\$9,536.75	72.90 %	\$2,584.01	\$114,441.00
10-5105	Unemployment Taxes	\$35.34	\$185.25	\$35.34	\$185.25	19.08 %	\$149.91	\$2,223.00
10-5110	Health Insurance	\$7,540.78	\$19,000.16	\$7,540.78	\$19,000.16	39.69 %	\$11,459.38	\$228,002.00
10-5115	Life & Disability Insurance	\$217.26	\$466.66	\$217.26	\$466.66	46.56 %	\$249.40	\$5,600.00
10-5120	Retirement Contributions	\$4,585.87	\$7,447.91	\$4,585.87	\$7,447.91	61.57 %	\$2,862.04	\$89,375.00
10-5125	Accrued Salaries & Compensated Absences	\$4,601.52	\$16,809.25	\$4,601.52	\$16,809.25	27.37 %	\$12,207.73	\$201,711.00
10-5200	Advertising	\$163.76	\$1,500.00	\$163.76	\$1,500.00	10.92 %	\$1,336.24	\$18,000.00
10-5210	Membership - Reference Materials	\$4,496.62	\$1,666.66	\$4,496.62	\$1,666.66	269.80 %	(\$2,829.96)	\$20,000.00
10-5220	Printing	\$2,426.40	\$2,916.66	\$2,426.40	\$2,916.66	83.19 %	\$490.26	\$35,000.00
10-5300	Business Insurance Expense	\$966.61	\$1,333.33	\$966.61	\$1,333.33	72.50 %	\$366.72	\$16,000.00

# Metropolitan Area Planning Agency Statement of Revenues and Expenditures

July 31, 2017

		<u>7/1/17 - 7/31/17</u>		<u>7/1/17 - 7/31/17</u>		% to YTD Budget	Variance to YTD Budget	FY 2018 Budget
		Actual	Budget	Actual YTD	Budget YTD			
10-5310	Data Processing	\$2,317.35	\$3,750.00	\$2,317.35	\$3,750.00	61.80 %	\$1,432.65	\$45,000.00
10-5320	Professional Services	\$885.83	\$2,000.00	\$885.83	\$2,000.00	44.29 %	\$1,114.17	\$40,000.00
10-5400	Contracts	\$29,253.89	\$112,382.75	\$29,253.89	\$112,382.75	26.03 %	\$83,128.86	\$1,348,593.00
10-5420	Pass Through Contracts - Planning	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	\$1,451,077.00
10-5430	Pass Through Contracts - STP	\$766.24	\$0.00	\$766.24	\$0.00	0.00 %	(\$766.24)	\$450,875.00
10-5440	In-Kind Expense	\$191.56	\$0.00	\$191.56	\$0.00	0.00 %	(\$191.56)	\$710,937.00
10-5500	Equipment Maintenance	\$497.43	\$750.00	\$497.43	\$750.00	66.32 %	\$252.57	\$9,000.00
10-5600	Forums	\$21.88	\$0.00	\$21.88	\$0.00	0.00 %	(\$21.88)	\$58,500.00
10-5650	Miscellaneous Expenses	\$0.00	\$125.00	\$0.00	\$125.00	0.00 %	\$125.00	\$1,500.00
10-5700	Postage	\$317.32	\$458.33	\$317.32	\$458.33	69.23 %	\$141.01	\$5,500.00
10-5710	Supplies	\$278.79	\$1,625.00	\$278.79	\$1,625.00	17.16 %	\$1,346.21	\$19,500.00
10-5730	Bank Charges	\$37.77	\$83.33	\$37.77	\$83.33	45.33 %	\$45.56	\$1,000.00
10-5800	Office Rent	\$5,800.00	\$6,250.00	\$5,800.00	\$6,250.00	92.80 %	\$450.00	\$75,000.00
10-5810	Telephone	\$83.84	\$250.00	\$83.84	\$250.00	33.54 %	\$166.16	\$3,000.00
10-5900	Travel & Conferences	\$2,613.21	\$8,333.33	\$2,613.21	\$8,333.33	31.36 %	\$5,720.12	\$100,000.00
10-5950	Capital Outlays	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	\$70,000.00
10-8000	Transfers	\$0.00	(\$1,866.59)	\$0.00	(\$1,866.59)	0.00 %	(\$1,866.59)	(\$22,400.00)
<b>Total Expenses</b>		<b>\$107,167.66</b>	<b>\$308,634.03</b>	<b>\$107,167.66</b>	<b>\$308,634.03</b>	<b>34.72 %</b>	<b>\$201,466.37</b>	<b>\$6,460,997.00</b>
 <b>NET SURPLUS/(DEFICIT)</b>		 <b>\$140,407.45</b>	 <b>(\$112,445.03)</b>	 <b>\$140,407.45</b>	 <b>(\$112,445.03)</b>	 <b>(124.87)%</b>	 <b>(\$252,852.48)</b>	 <b>\$0.00</b>

**Metropolitan Area Planning Agency**  
**Statement of Revenues and Expenditures**  
 July 31, 2017

		<u>7/1/17 - 7/31/17</u>	<u>7/1/17 - 7/31/17</u>
		<u>Actual</u>	<u>YTD</u>
<b>Revenues</b>			
20-4520	Investment Earnings	\$16.16	\$16.16
<b>Total Revenues</b>		<b><u>\$16.16</u></b>	<b><u>\$16.16</u></b>
<b>Expenses</b>			
20-6000	Auto - Gas/Maintenance	\$69.26	\$69.26
20-6075	Miscellaneous Foundation	\$500.00	\$500.00
20-6088	Telephone - Foundation	\$83.46	\$83.46
20-6098	Vehicle Purchases - Foundation	\$28,389.40	\$28,389.40
<b>Total Expenses</b>		<b><u>\$29,042.12</u></b>	<b><u>\$29,042.12</u></b>
<b>NET SURPLUS/(DEFICIT)</b>		<b><u>(\$29,025.96)</u></b>	<b><u>(\$29,025.96)</u></b>



# Subcontractor Payment Authorization

Contract Number: 17420090401  
Contract Party: The New BLK  
Contract Description: Heartland 2050 Website  
Contract Approved by Board of Directors: December 8, 2016  
Contract Amount: \$24,960.00  
Contract Period: December 15, 2016 - June 30, 2016

Payment # 4

Billed to Date: \$ 19,035.00  
Less Previous Payments: \$ 11,475.00  
Amount Due: \$ 7,560.00

Payment Recommended By: \_\_\_\_\_  
Responsible Charge / MAPA Staff Member

\_\_\_\_\_  
Department Manager

\_\_\_\_\_  
MAPA Executive Director

Approved by MAPA Finance Committee: \_\_\_\_\_  
Date

\_\_\_\_\_  
MAPA Treasurer/Finance Committee Member



From **The New BLK**  
\*Please note our new address:

2626 Harney St.  
Omaha, NE 68131

Invoice ID **NB0024-825**  
Issue Date **08/25/2017**  
Due Date **09/09/2017 (Net 15)**  
Subject **Heartland 2050 web site - Phases III, IV, V:  
Design/Content, Alpha, Beta**

Invoice For **MAPA Heartland 2050**

Item Type	Description	Quantity	Unit Price	Amount
Service	Design/Content: Narrative page designs, photo shoot prep, copy Percent Complete: 90%	25.00	\$120.00	\$3,000.00
Block of Hours	Alpha Development Percent Complete: 99%	8.00	\$120.00	\$960.00
Block of Hours	Beta Development Percent Complete: 45%	30.00	\$120.00	\$3,600.00
<b>Amount Due</b>				<b>\$7,560.00</b>

**Notes**

Dates for this invoice: 6/1 - 6/30

Percentage of Total Project Completed: 76%  
Contract Amount Billed to Date: \$19,035.00  
Amount Remaining on Contract: \$5,924.00

<b>MAPA Expense Authorization Voucher</b>	
Date <u>4/30/17</u>	amt. <u>7560.00</u>
Project <u>84003-04</u>	
Account <u>70-5400</u>	
Grant <u>4838 16MAY2017, 2722</u>	
Acctg. Dir. <u>MKS</u>	<u>16FTAA 01</u>
Exec. Dir. _____	
Treasurer _____	

METROPOLITAN AREA PLANNING AGENCY  
2222 Cuming Street  
Omaha, Nebraska 68102

Subcontractors Payment Authorization

Contractor: Live Well Omaha

Project Number & Title: 159045004 Live Well Omaha Commuter Challenge

Contract Approved by Board of Directors: April 20, 2016

Amendment: December 2, 2016

Effective: 04/11/2016 – 12/31/2017

Contract Amount of: \$19,440

Amendment: \$ 33,440

Payment # 14

1. Computation of Payment

Bill to Date	\$11,249.58
Less Previous Payments	10,304.39
Payment Due this Date	<u>\$945.19</u>

2. Payment Approved

RECOMMENDED PAYMENT BY:


\_\_\_\_\_  
Responsible Charge/Employee

\_\_\_\_\_  
Program Director

\_\_\_\_\_  
Executive Director

Payment approved by Finance Committee \_\_\_\_\_

\_\_\_\_\_  
Treasurer

<b>BILL TO:</b>		<b>REMIT TO:</b>					
Metropolitan Area Planning Agency		Live Well Omaha					
2222 Cuming Street		PO Box 31518					
Omaha, NE 68102		Omaha, NE					
Attn: Sue Cutsforth		Attn: Madison Haugland					
Project Name		Live Well Omaha Commuter Challenge					
Contract Number							
Project Manager		Madison Haugland					
Billing Period		8-1-17 to 8-31-17					
<b>LABOR</b>							
<b>Name</b>	<b>Title</b>	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>			
Sarah Sjolie	Exec Director	3.00	\$54.85	\$164.55			
Courtney Brewer	Comm Coord	2.99	\$35.10	\$104.95			
Madison Haugland	Active Living Coord	24.50	\$31.98	\$783.51			
<b>Labor reimbursement request:</b>				<b>\$1,053.01</b>			
<b>Project Summary</b>							
<b>Category</b>	<b>Project Amount</b>	<b>Previously Billed</b>	<b>Current Billing</b>	<b>Billed to Date</b>	<b>Amount Remaining</b>	<b>% Billed</b>	
Direct Labor	\$17,600.44	\$7,053.49	\$1,053.01	\$8,106.50	\$9,493.94	46%	
Direct Expenses							
Data Tool	\$7,928.00	\$63.00	\$9.00	\$72.00	\$7,856.00	1%	
Postage and Delivery	\$287.97	\$39.20	\$12.07	\$51.27	\$236.70	18%	
Office Supplies	\$298.01	\$147.02		\$147.02	\$150.99	49%	
Bike Valet Services	\$2,375.00	\$2,125.00		\$2,125.00	\$250.00	89%	
Direct Expenses Subtotal	\$10,888.98	\$2,374.22	\$21.07	\$2,395.29	\$8,493.69	22%	
Indirect Expenses 10%	\$2,848.94	\$942.78	\$107.41	\$1,050.19	\$1,798.75	37%	
<b>TOTALS</b>	<b>\$31,338.36</b>	<b>\$10,370.49</b>	<b>\$1,181.49</b>	<b>\$11,551.98</b>	<b>\$19,786.38</b>	<b>37%</b>	
<b>TOTAL REIMBURSEMENT REQUEST:</b>			<b>\$1,181.49</b>				



Cost Breakdown for Actual Costs Fixed Fee		
Company Name:	Live Well Omaha	
Address:	P.O. Box 31518, Omaha, NE 68131	
Employer No:	47-0834161	
Contract No.:		
Project Location:	Douglas and Sarpy	
Control No.:		
Agreement No.:		
Invoice No. and Date:	Invoice 19, September 8, 2017	
progress Report Date:	8-Sep-17	
% Work Completed:	37%	
Current Billing Period:	8-1-17 to 8-31-17	
Actual Costs	This Period	Previously Billed To Date
Direct Labor	\$1,053.01	\$7,053.49 \$8,106.50
Direct Expenses	\$21.07	\$2,374.22 \$2,395.29
Indirect Expenses	\$107.41	\$942.78 \$1,050.19
Local Match	\$236.30	\$2,074.10 \$2,310.40
<b>TOTAL AMOUNT DUE</b>	<b>\$945.19</b>	
I certify that the billed amounts are actual in agreement with the contract terms.		
Signature:	Title	Date
<i>Madison Haugland</i>	Project Manager	9/8/2017

Category	Date	Name	Hours	Current Billing
<b>Direct Labor</b>				
	8-1-17 to 8-31-17	Sarah Sjolie	3.00	\$164.55
	8-1-17 to 8-31-17	Courtney Brewer	2.99	\$104.95
	8-1-17 to 8-31-17	Madison Haugland	24.50	\$783.51
				\$1,053.01
<b>Direct Expenses</b>				
<b>Data Tool</b>	8/9/2017	Heroku Web Hosting		\$9.00
Data Tool Total				\$9.00
<b>Postage and Delivery</b>	8/18/2017	USPS Postage		\$12.07
P & D Total				\$12.07
<b>Office Supplies</b>				
Office Supplies Total				\$0.00
<b>Bike Valet Services</b>				
Bike Valet Services Total				\$0.00
Direct Expenses Subtotal				\$21.07
<b>TOTALS</b>				\$1,074.08

**Progress Report No. 19**

**Project Name: Live Well Omaha Commuter Challenge**

**Contract Number:**

**Project Manager: Madison Haugland**

**Biling Period: 8-1-17 to 8-31-17**

**The following is a summary of project work performed by the Live Well Omaha team for the project during the invoice period noted above:**

**Please see Progress Report attached with Invoice.**

**C**  
**Transaction Detail by Account**  
 August 2017

	Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
<b>Office/General Administrative</b>										
<b>Dues and Subscriptions</b>										
	08/07/2017	Expenditure	12595698	No	Heroku	Unrestricted:Commuter Challenge		Dundee Bank	9.00	9.00
<b>Total for Dues and Subscriptions</b>									<u>\$ 9.00</u>	
<b>Postage and Delivery</b>										
	08/18/2017	Bill	Reimbursement	No	Madison Haugland	Unrestricted:Commuter Challenge	USPS Postage	Accounts Payable	12.07	12.07
<b>Total for Postage and Delivery</b>									<u>\$ 12.07</u>	
<b>Total for Office/General Administrative</b>									<u>\$ 21.07</u>	

Wednesday, Aug 30, 2017 09:52:48 AM GMT-7 - Accrual Basis



## Progress Report

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**Project No:** Live Well Omaha Commuter Challenge

**Location:** Omaha Metro, Nebraska

**Dates Covered:** August 1 – 31, 2017

**Type of Work:** Commuter Challenge

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**Progress Report No:** 19

### Project progress this reporting period:

1. Community Catalyst Events

- a. None held during this time period
- b. Planning for Wrap-up Party in early October

2. Communications Strategy

- a. LWO staff attended LSBI planning meetings to work on this year's strategy
- b. 2017 Education Opportunities:
  1. **Attended – 1/26 – Mutual of Omaha Physical Activity Fair**
  2. **Attended – 3/29 – Physicians' Mutual Health Fair**
  3. **Attended – 4/18 – Bike Rack Advocacy Night**
  4. **Attended – 4/27 – UNO Sustainability Fair**
  5. **Attended – 5/14 – Wear Yellow Ride Expo**
  6. ~~Not Attending – 8/16 – Werner Enterprises Health Fair~~
  7. **Attended – 8/24 – UNO Transportation Showcase**
  8. Attending – 9/12 – HDR Health Fair
  9. Presenting – 9/15 – Mode Shift Omaha Coffee Chat
- c. Shared new People on the Move feature in LWO Digest and Commuter Challenge email
  1. Pell Duvall
  2. Amy Haase

3. Data Analysis and Participant Outreach

- a. Worked with Communications Coordinator to send bi-weekly emails to challenge participants
- b. Worked with Communications Coordinator on social media posts about Commuter Challenge
- c. Managed Facebook group sharing Challenge and active transportation information
- d. Emailed and sent prizes to weekly/monthly prize winners
- e. Data analysis:
  1. Bike miles: 272,915
  2. Walk/bus/carpool miles: 64,368
  3. Total miles: 337,283
  4. Bike trips: 13,321
  5. Walk/bus/carpool trips: 6,303
  6. Total trips: 19,624

### Upcoming project tasks to be accomplished:

1. Keep promoting new National Bike Challenge site and format
2. Keep promoting Omaha Commuter Challenge site
3. Coordinate with Omaha Bikes on promoting LSBI at Bike Valet Events in 2017
4. Reach out to businesses for Lunch and Learns throughout the rest of the challenge

Thanks for choosing Heroku,  
The Heroku Billing Team  
billing@heroku.com

Account:  
omahacommuterchallengeops@gmail.com

Billed to:  
Sarah Sjolie  
PO Box 31518  
Omaha NE, 68131  
US

Billing period:  
July 01, 2017 - August 01, 2017

Invoice #:  
12595698

Charges	Amount
<b>Application dynos</b>	<b>\$ 0.00</b>
<b>Add-on services</b>	<b>\$ 9.00</b>
<b>Subtotal:</b>	<b>\$ 9.00</b>
<b>Total:</b>	<b>\$ 9.00</b>

SADDLE CREEK  
608 N SADDLE CREEK RD  
OMAHA  
NE

68132-9998  
3066560117

08/14/2017 (800)275-8777 9:20 AM

Product Sale Final  
Description Qty Price

First-Class 1 \$3.03  
Parcel Service

(Domestic)  
(OMAHA, NE 68144)  
(Weight:0 Lb 5.80 Oz)  
(Expected Delivery Day)  
(Wednesday 08/16/2017)  
(USPS Tracking #)

(9500 1126 8721 7226 1383 44)  
Affixed 1 (\$1.96)

Postage  
(Affixed Amount:\$1.96)

First-Class 1 \$2.67  
Parcel Service

(Domestic)  
(OMAHA, NE 68144)  
(Weight:0 Lb 3.50 Oz)  
(Expected Delivery Day)  
(Wednesday 08/16/2017)  
(USPS Tracking #)

(9500 1126 8721 7226 1383 68)  
Affixed 1 (\$1.47)

Postage  
(Affixed Amount:\$1.47)

Disney 1 \$9.80  
Villains  
(Unit Price:\$9.80)

Total \$12.07

Debit Card Remit'd \$12.07

(Card Name:Debit Card)  
(Account #:XXXXXXXXXXXX1053)  
(Approval #:  
(Transaction #:875)  
(Receipt #:012522)  
(Debit Card Purchase:\$12.07)  
(Cash Back:\$0.00)

Text your tracking number to 28777  
(2USPS) to get the latest status.  
Standard Message and Data rates may  
apply. You may also visit USPS.com  
USPS Tracking or call 1-800-222-1811.

Order stamps at usps.com/shop or call  
1-800-Stamp24. Go to  
usps.com/clicknship to print shipping  
labels with postage. For other  
information call 1-800-ASK-USPS.

\*\*\*\*\*  
Get your mail when and where you want  
it with a secure Post Office Box. Sign  
up for a box online at  
usps.com/poboxes.  
\*\*\*\*\*

**LIVE WELL OMAHA  
EMPLOYEE EXPENSE VOUCHER**

Madison Haugland  
Full Name of Employee

Date	Description	\$ Amount	Line Item	Cost Center	TOTALS
8/14/17	USPS Postage	\$ 12.07	6250	Commuter Challenge	\$ 12.07
				<b>TOTAL</b>	\$ 12.07

I claim reimbursement from Live Well Omaha for the above expenses incurred by me in the  
line of duty and declare that the above statement of them is a true account of such expenses for  
which payment has not been made heretofore by Live Well Omaha

**DEPARTMENT APPROVAL**

Madison Haugland 8/18/17 6/6/16  
Employee Signature DATE

[Signature]  
REQUIRED Signature (Manager)

Cost Center Commuter Challenge  
Cost Center \_\_\_\_\_  
Cost Center \_\_\_\_\_

Amount 12.07  
Amount \_\_\_\_\_  
Amount \_\_\_\_\_



Live Well Omaha's Commuter Challenge Hours 8-1-17 to 8-31-17								
Day	Client	User	Project	Task	Entry Notes	Madison's Hour	Courtney's Hour	Sarah's Hours
08/01/2017	MAPA	Sarah Sjolie	LWO Commuter Challenge	*Outreach				1
08/03/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Data Analysis		1		
08/03/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Participant Communication		1		
08/04/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Participant Communication		1		
08/09/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Data Analysis		1.5		
08/09/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Participant Communication		1.5		
08/10/2017	MAPA	Sarah Sjolie	LWO Commuter Challenge	Admin Tasks	One-on-one			0.5
08/10/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Business Participant Outreach		1		
08/11/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	Admin Tasks		1		
08/11/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	Admin Tasks		1		
08/11/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	Admin Tasks		1		
08/16/2017	MAPA	Sarah Sjolie	LWO Commuter Challenge	Communications				1
08/16/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Data Analysis		1.5		
08/16/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Participant Communication		1.5		
08/17/2017	MAPA	Courtney Brewer	LWO Commuter Challenge	*Outreach			1.5	
08/17/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Participant Communication		1		
08/18/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Participant Communication		1		
08/24/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Business Participant Outreach		3.5		
08/29/2017	MAPA	Courtney Brewer	LWO Commuter Challenge	*Outreach	Update bike map for website		0.33	
08/29/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Business Participant Outreach		1		
08/29/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Data Analysis		1.5		
08/29/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Participant Communication		1		
08/30/2017	MAPA	Courtney Brewer	LWO Commuter Challenge	*Outreach			0.33	
08/30/2017	MAPA	Courtney Brewer	LWO Commuter Challenge	*Outreach			0.83	
08/30/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Data Analysis		1		
08/30/2017	MAPA	Madison Hauglan	LWO Commuter Challenge	*Participant Communication		1.5		
08/31/2017	MAPA	Sarah Sjolie	LWO Commuter Challenge	*Outreach				0.5
						24.5	2.99	3

X   
 Manager Approval

METROPOLITAN AREA PLANNING AGENCY  
2222 Cuming Street  
Omaha, Nebraska 68102

Subcontractors Payment Authorization

Contractor: Live Well Omaha

Project Number & Title: 596-900 ENH-28(111) Metro Omaha Bicycle Safety Education

Contract Approved by Board of Directors: August 2012

Amendment: July 2017

Contract Amount of: \$153,625

Amendment: \$146,562.96

Payment # 33

1. Computation of Payment

Bill to Date	\$122,013.73
Less Previous Payments	<u>\$112,086.23</u>
Payment Due this Date	<u>\$9,927.50</u>

2. Payment Approved

RECOMMENDED PAYMENT BY:

\_\_\_\_\_  
Responsible Charge & Department Manager

\_\_\_\_\_  
Executive Director

Payment approved by Finance Committee \_\_\_\_\_

\_\_\_\_\_  
Treasurer / MAPA Finance Committee Member

## Cost Breakdown Form

### for Actual Costs Fixed Fee Agreement

Company Name:	Live Well Omaha P.O. Box 31518, Omaha, NE
Address:	68131
Employer No.:	47-0834161
Project No.:	ENH-28(111)
Project Location:	Douglas and Sarpy Counties
Control No.:	22492
Agreement No.:	
Invoice No. and Date:	Invoice 31, September 8, 2017
progress Report Date:	8-Sep-17
% Work Completed:	83%
Current Billing Period:	8-1-17 to 8-31-17

Actual Costs	This Period	Previously Billed	To Date
Direct Labor	\$998.26	\$53,735.72	\$54,733.98
Direct Expenses	\$11,411.12	\$86,372.07	\$97,783.19
Local Match	\$2,481.88	\$28,021.56	\$30,503.43
<b>TOTAL AMOUNT DUE</b>	<b>\$9,927.50</b>		

I certify that the billed amounts are actual in agreement with the contract terms.

Signature:

Title

Date

*Madison Haugland*

Project Manager

9/8/2017

**BILL TO:**

Metropolitan Area Planning Agency  
 2222 Cuming Street  
 Omaha, NE 68102

Attn: Mike Helgerson

**REMIT TO:**

Live Well Omaha  
 PO Box 31518  
 Omaha, NE 68102  
 Attn: Madison  
 Haugland



Project Name	Bike Safety Education
Project Number	ENH-28(111)
Control Number	22492
Project Manager	Madison Haugland
Biling Period	8-1-17 to 8-31-17

<b>LABOR</b>					
Name	Title	Hours	Rate	Amount	
Sarah Sjolie	Exec Director	1.0	\$54.85	\$54.85	
Madison Haugland	Program Manager	29.50	\$31.98	\$943.41	
<b>Labor reimbursement request:</b>				<b>\$998.26</b>	

<b>Project Summary</b>						
Category	Project Amount	Previously Billed	Current Billing	Billed to Date	Amount Remaining	% Billed
Direct Labor	\$49,166.15	\$53,735.72	\$998.26	\$54,733.98	\$5,567.83	111%
Direct Expenses						
Sub-Consultants	\$59,035.00	\$32,384.23	\$740.00	\$33,124.23	\$25,910.77	56%
Printing and Reproduction	\$18,550.15	\$5,596.73	\$10,671.12	\$16,267.85	\$2,282.30	88%
Mileage/Travel	\$1,247.40	\$482.67		\$482.67	\$764.73	39%
Lodging/Meals	\$480.00	\$52.97		\$52.97	\$427.03	11%
Other Misc. Costs	\$54,725.00	\$47,855.47		\$47,855.47	\$6,869.53	87%
Direct Expenses Subtotal	\$134,037.55	<b>\$86,372.07</b>	\$11,411.12	<b>\$97,783.19</b>	\$36,254.36	
<b>TOTALS</b>	<b>\$183,203.70</b>	<b>\$140,107.79</b>	<b>\$12,409.38</b>	<b>\$152,517.17</b>	<b>\$30,686.53</b>	83%


**TOTAL REIMBURSEMENT REQUEST: \$12,409.38**

**Live Well Omaha**  
**Transaction Detail by Account**  
 August 2017

	Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
<b>Printing and Reproduction</b>										
	8/16/2017	Check	1097	No	Interstate Printing	Temporarily Restricted:TE Grant	Check 1097 - TE Grant, Bike Maps	Dundee Bank	10,671.12	10,671.12
<b>Total for Printing and Reproduction</b>									\$ 10,671.12	
<b>Contract Services</b>										
	08/21/2017	Bill	170819	No	Jennifer Greer	Temporarily Restricted:TE Grant		Accounts Payable	240.00	240.00
	08/22/2017	Bill	08/22/17 2	No	Samantha Senda-Cook	Temporarily Restricted:TE Grant		Accounts Payable	200.00	440.00
	08/22/2017	Bill	08/22/17	No	Samantha Senda-Cook	Temporarily Restricted:TE Grant		Accounts Payable	200.00	640.00
	8/28/2017	Bill	170826	No	Jennifer Greer	Temporarily Restricted:TE Grant		Accounts Payable	100.00	740.00
<b>Total for Contract Services</b>									\$ 740.00	

Wednesday, Aug 30, 2017 09:53:46 AM GMT-7 - Accrual Basis

**Live Well Omaha's TE Grant Hours 8-1-17 to 8-31-17**

Day	Client	User	Task	Entry Notes	Madison's Hours	Sarah's Hours
08/04/2017	MAPA	Madison Haugland	Bike Map Coordination		1	
08/08/2017	MAPA	Madison Haugland	Coordinating Instructors		1	
08/08/2017	MAPA	Madison Haugland	Scheduling Classes		1	
08/08/2017	MAPA	Madison Haugland	Scheduling Classes		1	
08/09/2017	MAPA	Madison Haugland	Coordinating Incentives		1	
08/10/2017	MAPA	Madison Haugland	Bike Map Coordination		1	
08/10/2017	MAPA	Madison Haugland	Scheduling Classes		1	
08/11/2017	MAPA	Madison Haugland	Invoicing		1	
08/11/2017	MAPA	Madison Haugland	Invoicing		1	
08/11/2017	MAPA	Madison Haugland	Invoicing		1	
08/11/2017	MAPA	Sarah Sjolie	Admin Tasks			0.5
08/14/2017	MAPA	Madison Haugland	Bike Map Coordination		1	
08/15/2017	MAPA	Madison Haugland	Bike Map Coordination		1	
08/16/2017	MAPA	Madison Haugland	Bike Map Coordination		0.5	
08/17/2017	MAPA	Madison Haugland	Bike Map Coordination		1	
08/18/2017	MAPA	Madison Haugland	Bike Map Coordination		1	
08/19/2017	MAPA	Madison Haugland	Teaching Class	CDHC Earn-a-Bike	6	
08/21/2017	MAPA	Madison Haugland	Coordinating Instructors		1	
08/22/2017	MAPA	Madison Haugland	Bike Map Coordination		1	
08/23/2017	MAPA	Madison Haugland	Bike Map Coordination		0.5	
08/23/2017	MAPA	Madison Haugland	Paperwork		0.5	
08/25/2017	MAPA	Madison Haugland	Bike Map Coordination	Bike Map Delivery	2.5	
08/25/2017	MAPA	Madison Haugland	Scheduling Classes		1	
08/28/2017	MAPA	Madison Haugland	Online Learning Tool		1.5	
08/29/2017	MAPA	Madison Haugland	Bike Map Coordination		1	
08/31/2017	MAPA	Sarah Sjolie	Bike Map Coordination			0.5
					29.5	1
						
					X	

					Manager Approval
--	--	--	--	--	------------------

Category	Date	Name	Hours	Current Billing
Direct Labor				
	8-1-17 to 8-31-17	Sarah Sjolie	1.00	\$54.85
	8-1-17 to 8-31-17	Madison Haugland	29.50	\$943.41
Direct Labor Total				\$998.26
Direct Expenses				
Sub-Consultants	8/21/2017	Jennifer Greer Invoice		\$240.00
	8/22/2017	Samantha Senda-Cook Invoice		\$200.00
	8/22/2017	Samantha Senda-Cook Invoice		\$200.00
	8/28/2017	Jennifer Greer Invoice		\$100.00
Sub-consultants total				\$740.00
Printing and Reproduction	8/16/2017	Interstate Printing - Bike Maps		\$10,671.12
P&R Total				\$10,671.12
Mileage				
Milage Total				\$0.00
Meals/Lodging				
Meals Total				\$0.00
Other Misc. Costs				\$0.00
Other Misc. Costs total				\$0.00
Direct Expenses Subtotal				\$11,411.12
<b>TOTAL REIMBURSEMENT REQUEST:</b>				<b>\$12,409.38</b>



# Samantha Senda-Cook, LCI

3406 Webster Street

Omaha, NE 68131

Phone: (412) 735-1454

Fax:

E-mail: [SamanthaSenda-Cook@creighton.edu](mailto:SamanthaSenda-Cook@creighton.edu)

## Statement

Statement #: 1

Date: August 22, 2017

Customer ID: N/A

Bill To: Madison Haugland

Live Well Omaha

1516 Cuming Street

Omaha, NE 68102

Date	Type	Invoice #	Description	Amount	Payment	Balance
5/6/2017	bike training	1	Safe Ride Skills (5 hour)	\$ 200.00		\$ 200.00
					<b>Total</b>	<b>\$ 200.00</b>

**Reminder:** Please include the statement number on your check.

**Terms:** Balance due in 30 days.

**Customer Name:** Enter customer name

**Customer ID:** N/A

**Statement #:** 1

**Date:** August 22, 2017

**Amount Due:** \$200.00

**Amount Enclosed:**



# INTERSTATE PRINTING CO.

2002 North 16th Street • Omaha, NE 68110  
P.O. Box 3667 • Omaha, NE 68103  
402.341.8028 • 800.788.4177 • Fax: 402.341.6168

**Invoice:** 21251  
**Invoice Date:** August 08, 2017  
**Job:** 110378  
**Salesperson:** Jim Mancuso  
**Purchase Order:**

**Bill To:** 1183  
Live Well Omaha  
Attn: Madison Haugland  
1516 Cuming Street  
PO Box 31518  
Omaha NE 68131

Qty Shipped	Description		Amount
30,000	Bike Map	332.43/M	9,973.00
		Net Sales:	9,973.00
		Tax:	698.12
		<b>Invoice Total:</b>	<b>10,671.12</b>

Terms: Net 30 Days

08.21.2017

Invoice # 170819

**Bill To:**

Live Well Omaha  
1516 Cuming Street  
PO Box 31518  
Omaha, NE 68131  
402-850-9470

**Ship To:**

Jennifer Greer  
LCI # 5658  
1806 Port Royal Circle  
Papillion, NE 68046  
---OR---  
User: Bill.com

**Make all checks payable to:**

Jennifer Greer

**If you have any questions concerning this invoice, contact:**

Jennifer Greer  
jeibird@gmail.com  
402-210-1086

**For:**

LCI Instruction

Date	Job	Hourly Fee	Time (Hours)	Line Total
8/19/2017	LCI: Bike Safety, Charles Drew Earn A Bike	\$40.00	6.00	\$240.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>Subtotal</b>	<b>Total items: 1</b>			<b>\$240.00</b>

Invoice Total \$240.00

Due Upon Receipt

Thank you for your business!

# Samantha Senda-Cook, LCI

3406 Webster Street

Omaha, NE 68131

Phone: (412) 735-1454

Fax:

E-mail: [SamanthaSenda-Cook@creighton.edu](mailto:SamanthaSenda-Cook@creighton.edu)

## Statement

Statement #: 2

Date: August 22, 2017

Customer ID: N/A

Bill To: Madison Haugland

Live Well Omaha

1516 Cuming Street

Omaha, NE 68102

Date	Type	Invoice #	Description	Amount	Payment	Balance
8/19/2017	bike training	2	ABC Quick Chck (5	\$ 200.00		\$ 200.00
					<b>Total</b>	<b>\$ 200.00</b>

Reminder: Please include the statement number on your check.

Terms: Balance due in 30 days.

**Customer Name:** Enter customer name

**Customer ID:** N/A

**Statement #:** 2

**Date:** August 22, 2017

**Amount Due:** \$200.00

**Amount Enclosed:**

**8.28.17**

**Invoice # 170826**

**Bill To:**

Live Well Omaha  
1516 Cuming Street  
PO Box 31518  
Omaha, NE 68131  
402-850-9470

**For:**

LCI Instruction

**Ship To:**

Jennifer Greer  
LCI # 5658  
1806 Port Royal Circle  
Papillion, NE 68046  
---OR---  
Use: Bill com

Date	Job	Hourly Fee	Time (Hours)	Line Total
8/26/2017	LCI: Dundee Days, Bike Rodeo/Safety	\$40.00	2.50	\$100.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>Subtotal</b>	<b>Total items: 1</b>			<b>\$100.00</b>
<b>Invoice Total</b>				<b>\$100.00</b>

**Make all checks payable to:**

Jennifer Greer

**If you have any questions concerning this invoice, contact:**

Jennifer Greer  
jeibird@gmail.com  
402-210-1086

Due Upon Receipt  
**Thank you for your business!**

**Progress Report No. 31**  
**Project Name: Bike Safety Education**  
**Project Number: ENH-28(111)**  
**Control Number: 22492**

**Project Manager: Madison Haugland**  
**Biling Period: 8-1-17 to 8-31-17**

The following is a summary of project work performed by the Live Well Omaha team for the project during the invoice period noted above:

## **CURRICULUM DEVELOPMENT**

**Best practices review and toolkit complete; steering committee seated, curriculum development well underway, outreach to school districts complete**

Complete; school outreach determined that train the trainer for PE teachers not possible.

**Curriculum development and supporting documentation drafted; performals and skills test drafted. Materials**

Complete; using LAB materials and curriculum.

## **SAFETY EDUCATION DELIVERY**

In progress, on schedule (44 adult and 97 youth classes since 2013). See attached report for detailed information and number of people reached.

## **TRAINING THE TRAINERS**

**Market second TS101/LCI pair to target professionals**

Complete. LCI course was held October 18-20, 2013

**Conduct second LCI Course**

Complete. LCI course was held October 18-20, 2013. 6 new instructors were certified.

**Market third TS101/LCI pair to target professionals; coordinate 3rd LCI class**

In Progress. Potential for City of Omaha Parks & Rec employees and community members for Fall 2016/Spring 2017, based on demand.

**Conduct third LCI Course**

Complete. LCI training seminar scheduled for April 2017.

## **PROCUREMENT AND ADMINISTRATION**

**Set up financial management system, prepared requirements draft RFP for safety brochure design**

Complete.

**Release RFP for safety brochure design and production, etc.**

Complete. Using LAB materials; design of new materials not necessary.

**Procure materials needed to deliver classes; manage contract instructors remuneration; third and fourth progress reports**

Complete. Materials being ordered from LAB on an on-demand basis (\*\*SINGLE SOURCE MATERIAL\*\*)

Complete/In Progress: Will purchase more throughout 2017.

Complete: Submitted bid documentation and approval from MAPA.

Complete. Agreement reached with wholesale supplier (QBP) to purchase lights/reflective materials for future classes

**Design and production of 10,000 updated metro commuter bike maps**

Complete. Map printed and distributed. Maps can be picked up or delivered on request.



## Progress Report

---

**Project No:** Bike Safety Education  
ENH-28(111)  
22492

**Location:** Omaha Metro, Nebraska  
**Type of Work:** Bike Safety Education

**Progress:** August 1 – 31, 2017  
**Progress Report No:** 31

---

### **Project progress this reporting period:**

1. Taught 2 youth bike safety classes.
  - a. 8-19-17 Charles Drew Health Center Earn-a-Bike Day
  - b. 8-26-17 Dundee Day Bike Safety
2. Taught 0 adult bike safety class
  - a. Planning adult classes with new LCIs
  - b. Planning winter clinic
3. Continued outreach to community to plan future youth and adult classes and get the word out on the grant. Upcoming:
  - a. After school classes with Field Club Elementary
  - b. Morton Meadows Neighborhood
  - c. Chandler View Pre-K students
4. Paid for and Picked-up Metro Omaha Bicycle Map
  - a. Picked up and distributed to local bike shops/businesses

### **Upcoming project tasks to be accomplished:**

1. Coordinate with NDOT/partners on Education Site
2. Work with LAB and contractors on education site.
3. Coordinate upcoming classes!
4. Promote upcoming classes!
5. Staff upcoming classes!
6. Order lights and helmets for upcoming classes!
7. Execute upcoming classes!

### **Items required from client:**

None

### **Unresolved project issues affecting the schedule:**

None



Subcontractor Payment Authorization

Contract Number: 180222002  
 Contract Party: Heartland Family Services  
 Contract Description: JARC - Ways to Work Operations  
 Contract Approved by Board of Directors: July 27, 2017  
 Contact Amount: \$22,000.00  
 Match Amount: \$22,000.00  
 Contract Period: July 1, 2017 - September 30, 2017

Payment # 1

Billed to Date: \$ 12,011.14  
 Less Previous Payments: \$ \_\_\_\_\_  
 Amount Due: \$ 12,011.14

Payment Recommended By: \_\_\_\_\_  
Responsible Charge / MAPA Staff Member

\_\_\_\_\_  
Department Manager

\_\_\_\_\_  
MAPA Executive Director

Approved by MAPA Finance Committee: \_\_\_\_\_  
Date

\_\_\_\_\_  
MAPA Treasurer/Finance Committee Member



**MAPA JARC GRANT BILLING DOCUMENT**

PART IV - Project Budget Worksheet

Project Name: \_\_HEARTLAND FAMILY SERVICE - WAYS TO WORK\_\_

Contact Name: \_\_Joanie Poore, VP\_\_\_\_\_

BUDGET DETAIL	TOTAL JARC BUDGET (ORIGINAL)	1/1/2017 - 1/31/2017		TOTAL COST MONTH	Program to Date	
		JARC	LOCAL MATCH		JARC	LOCAL MATCH
<b>A. OPERATING EXPENSES<sup>1</sup></b>						
1. Salaries and Benefits	30,720	\$ 2,431.85	\$ 2,209.66	\$ 4,641.51	\$ 2,431.85	\$ 2,209.66
2. Atty, Audit, Acct, POS	2,200	\$ -	\$ 20.36	\$ 20.36	\$ -	\$ 20.36
3. Office and Meeting Supplies	400	\$ 2.01	\$ 2.01	\$ 4.01	\$ 2.01	\$ 2.01
4. Phone & Internet	400	\$ 8.52	\$ 8.52	\$ 17.03	\$ 8.52	\$ 8.52
5. Postage & Shipping	220	\$ 1.05	\$ 1.05	\$ 2.10	\$ 1.05	\$ 1.05
6. Building and Occupancy	1,240	\$ 26.63	\$ 26.63	\$ 53.25	\$ 26.63	\$ 26.63
7. Equipment & Equip rep/rent	800	\$ 13.88	\$ 13.88	\$ 27.75	\$ 13.88	\$ 13.88
8. Advertising, Printing and Pubs	840	\$ 5.94	\$ 5.94	\$ 11.88	\$ 5.94	\$ 5.94
9. Mileage, travel, conf, auto ins.	320	\$ 8.40	\$ 8.40	\$ 16.79	\$ 8.40	\$ 8.40
10. Borrower Incentives	-			\$ -	\$ -	\$ -
11. Org Dues & Misc	128		\$ -	\$ -	\$ -	\$ -
12. Administrative Costs	6,732	\$ -	\$ 462.72	\$ 462.72	\$ -	\$ 462.72
<b>Subtotal - Operating Expenses</b>	<b>\$ 44,000</b>	<b>\$ 2,498.26</b>	<b>\$ 2,759.15</b>	<b>\$ 5,257.40</b>	<b>\$ 2,498.26</b>	<b>\$ 2,759.15</b>









Account Number/Description

Perio d	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
2410-21			ATTORNEY FEES: WTW	-					
				-	-	-	0.00	0.00	-
2420-21			OTHER LEGAL COSTS: WTW	-					
				-	-	-	0.00	0.00	-
2430-21			AUDITING/ACCOUNT.FEES: WTW	0.00					
01	1/31/2017	AJ-082054	AUDITING/ACCT FEES ALLOC		5.34			5.34	
				-	5.34	-	5.34	5.34	-
2490-21			OTHER PURCHASE OF SERVICE: WTW	0.00					
01	1/31/2017	AJ-082065	PURCHASE OF SERVICE ALLOC		11.64			11.64	
				-	11.64	-	11.64	11.64	-
2491-21			Interdepartmental: WTW	0.00					
01	1/31/2017	RJ-003722	EXPENS/INTEROFFICE DELIVERY		3.38			3.38	
				-	3.38	-	3.38	3.38	-
2510-21			OFFICE SUPPLIES: WTW	0.00					
01	1/31/2017	AJ-082080	LAKIN CAMPUS OFFICE SUPPLIES		2.32			2.32	
				-	2.32	-	2.32	2.32	-
2520-21			BUILDING & GROUND SUPPLIES: WTW	0.00					
01	1/31/2017	AJ-082092	BUILDING SUPPLIES - LAKIN CAMPUS		2.92			2.92	
01	1/31/2017	AJ-082097	BUILDING & GROUND SUPPLIES		0.05			2.97	
				-	2.97	-	2.97	2.97	-
2550-21			FOOD: WTW	0.00					
01		42766 AJ-082104	LAKIN - FOOD		1.69			1.69	
				-	1.69	-	1.69	1.69	-
2600-21			TELEPHONE: WTW	-					
01	1/31/2017	AJ-082117	ALLOCATION TELEPHONE LAKIN		9.28			9.28	
01	1/31/2017	AJ-082122	TELEPHONE		7.75			17.03	
				-	17.03	-	17.03	17.03	-
2700-21			POSTAGE & SHIPPING: WTW	-					
01	1/31/2017	AJ-082134	POSTAGE ALLOCATION		2.10			2.10	
				-	2.10	-	2.10	2.10	-
2830-21			UTILITIES: WTW	-					
01	1/31/2017	AJ-082147	UTILITIES ALLOCATION		14.82			14.82	
				-	14.82	-	14.82	14.82	-
2840-21			CARE OF BUILDINGS & GROUNDS: WTW	-					
01	1/31/2017	AJ-082157	ALLOCATION OF CARE OF BUILDING AND GROUNDS LAKIN		13.73			13.73	



Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
01		42766 AJ-082162	ALLOCATION - CARE OF BUILDING AND GROUNDS		4.08			17.81	
				-	17.81	-	17.81	17.81	-
2841-21			Inter - Blds and Grn: WTW	-					
				-	-	-	0.00	0.00	-
2850-21			EQUIPMENT REPAIR & MAINTENANCE: WTW	-					
01	1/31/2017	AJ-082175	EQUIPMENT REPAIR LAKIN CAMPUS		3.74			3.74	
01	1/31/2017	AP-004824	BISHOP BUSINESS EQUIPMENT CO/IN: JAN-2017		3.33			7.07	
				-	7.07	-	7.07	7.07	-
2880-21			PROPERTY INS/TAXES: WTW	-					
01	1/31/2017	AJ-082196	PROP INS/TAXES ALLOCATION		17.65			17.65	
				-	17.65	-	17.65	17.65	-
3100-21			PRINTING & PUB.: WTW	-					
01	1/31/2017	AJ-082203	PRINTING LAKIN CAMPUS		3.13			3.13	
01	1/31/2017	AJ-082208	PRINTING & PUBLICATION ALLOCATION		8.75			11.88	
				-	11.88	-	11.88	11.88	-
3210-21			MILEAGE/EXPENSE: WTW	-					
				-	-	-	0.00	0.00	-
3220-21			OUT OF TOWN TRAVEL: WTW	-					
				-	-	-	0.00	0.00	-
3250-21			AGENCY VEHICLE OPERATE.COSTS : WTW	-					
				-	-	-	0.00	0.00	-
3280-21			AUTOMOBILE INSURANCE: WTW	-					
01	1/31/2017	AJ-082220	AUTO INS ALLOCATION		16.79			16.79	
				-	16.79	-	16.79	16.79	-
3300-21			CONFERENCE/CONVENTION/TRIPS: WTW	-					
				-	-	-	0.00	0.00	-
3500-21			SPECIFIC ASSISTANCE INDIVIDUAL: WTW	-					
				-	-	-	0.00	0.00	-
4100-21			ORGANIZATION DUES: WTW	-					
				-	-	-	0.00	0.00	-
4300-21			EQUIPMENT/FIXED ASSETS: WTW	-					
01	1/31/2017	AJ-082241	EQUIPMENT FIXED ASSETS		20.68			20.68	
				-	20.68	-	20.68	20.68	-



Not included  
in \$22K of  
funding

Atty, Legal, Audit, Acct, POS, Interdept	Office & Mtg Supplies	Phone & Internet	Postage & shipping	Building & Occupancy (Utilities, care of bidg/grnd supp, prop ins)	Equip & Equip rent/repair	Advertising, Prntg, Pubs	Mileage, travel, conf, agency vehicle, auto ins	Borrower Incentives	Org Dues & Misc	Admin @ 17.9%	Loan Guarantee Funds (Misc)	Total
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	4.08	-	-	-	-	-	-	-	4.08
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	17.81	-	-	-	-	-	-	-	17.81
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-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	3.74	-	-	-	-	-	-	3.74
-	-	-	-	-	3.33	-	-	-	-	-	-	3.33
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-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	3.13	-	-	-	-	-	3.13
-	-	-	-	-	-	8.75	-	-	-	-	-	8.75
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	11.88	-	-	-	-	-	11.88
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-	-	-	-	-	20.68	-	-	-	-	-	-	20.68

Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
4900-21			MISCELLANEOUS: WTW	-					
01	1/26/2017	AP-004810	WAYS TO WORK /IN: 7410072787		2,023.07			2,023.07	
01	1/26/2017	AP-004810	WAYS TO WORK /IN: 7410082504		4,201.44			6,224.51	
01	1/31/2017	JE-003635	WTW Reserve		1,000.00			7,224.51	
				-	7,224.51	-	7,224.51	7,224.51	-
				(7,733.80)	10,205.04	12,498.23	-2,293.19	10,026.99	2,431.85
			Calculation of Admin costs (=17.9% of expenses excluding Loan Guarantee Fu	462.72					
			Expenses inc Admin Costs						2,431.85
									2,431.85

Check

Not included  
in \$22K of  
funding

Atty, Legal, Audit, Acct, POS, Interdept	Office & Mtg Supplies	Phone & Internet	Postage & shipping	Building & Occupancy (Utilities, care of bidg/grnd supp, prop ins)	Equip & Equip rent/repair	Advertising, Prntg, Pubs	Mileage, travel, conf, agency vehicle, auto ins	Borrower Incentives	Org Dues & Misc	Admin @ 17.9%	Loan Guarantee Funds (Misc)	Total
											2,023.07	2,023.07
									-		4,201.44	4,201.44
											1,000.00	1,000.00
									-		-	-
									-		-	-
									-		-	-
									-		-	-
-	-	-	-	-	-	-	-	-	-	-	7,224.51	7,224.51
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
20.36	4.01	17.03	2.10	53.25	27.75	11.88	16.79	-	-	-	7,224.51	9,809.53
										462.72		462.72
20.36	4.01	17.03	2.10	53.25	27.75	11.88	16.79	-	-	462.72	7,224.51	10,272.25
												-
20.36	4.01	17.03	2.10	53.25	27.75	11.88	16.79	-	-	462.72	7,224.51	10,272.25

NOTE: Reduce Loan Guarantees by Funds received after default



**MAPA JARC GRANT BILLING DOCUMENT**

PART IV - Project Budget Worksheet

Project Name: \_\_HEARTLAND FAMILY SERVICE - WAYS TO WORK\_\_

Contact Name: \_\_Joanie Poore, VP\_\_\_\_\_

BUDGET DETAIL	TOTAL JARC BUDGET (ORIGINAL)	2/1/2017 - 2/28/2017		TOTAL COST MONTH	Program to Date	
		JARC	LOCAL MATCH		JARC	LOCAL MATCH
<b>A. OPERATING EXPENSES<sup>1</sup></b>						
1. Salaries and Benefits	30,720	\$ 2,401.50	\$ 2,209.66	\$ 4,611.16	\$ 4,833.35	\$ 4,419.32
2. Atty, Audit, Acct, POS	2,200	\$ -	\$ 20.37	\$ 20.37	\$ -	\$ 40.73
3. Office and Meeting Supplies	400	\$ 1.32	\$ 1.32	\$ 2.64	\$ 3.33	\$ 3.33
4. Phone & Internet	400	\$ 8.56	\$ 8.56	\$ 17.11	\$ 17.07	\$ 17.07
5. Postage & Shipping	220	\$ 4.17	\$ 4.17	\$ 8.34	\$ 5.22	\$ 5.22
6. Building and Occupancy	1,240	\$ 39.67	\$ 39.67	\$ 79.33	\$ 66.29	\$ 66.29
7. Equipment & Equip rep/rent	800	\$ 14.07	\$ 14.07	\$ 28.13	\$ 27.94	\$ 27.94
8. Advertising, Printing and Pubs	840	\$ 5.69	\$ 5.69	\$ 11.38	\$ 11.63	\$ 11.63
9. Mileage, travel, conf, auto ins.	320	\$ 96.98	\$ 96.98	\$ 193.96	\$ 105.38	\$ 105.38
10. Borrower Incentives	-			\$ -	\$ -	\$ -
11. Org Dues & Misc	128		\$ -	\$ -	\$ -	\$ -
12. Administrative Costs	6,732	\$ -	\$ 494.53	\$ 494.53	\$ -	\$ 957.25
<b>Subtotal - Operating Expenses</b>	<b>\$ 44,000</b>	<b>\$ 2,571.95</b>	<b>\$ 2,895.01</b>	<b>\$ 5,466.95</b>	<b>\$ 5,070.20</b>	<b>\$ 5,654.15</b>











Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
2410-21			ATTORNEY FEES: WTW	-					
				-	-	-	0.00	0.00	-
2420-21			OTHER LEGAL COSTS: WTW	-					
				-	-	-	0.00	0.00	-
2430-21			AUDITING/ACCOUNT. FEES: WTW	5.34					
02	2/28/2017	AJ-082581	AUDITING/ACCT FEES ALLOC		5.34			10.68	
				5.34	5.34	-	5.34	10.68	-
2490-21			OTHER PURCHASE OF SERVICE: WTW	11.64					
02	2/28/2017	AJ-082592	PURCHASE OF SERVICE ALLOC		11.65			23.29	
				11.64	11.65	-	11.65	23.29	-
2491-21			Interdepartmental: WTW	3.38					
02	2/28/2017	RJ-003736	EXPENS/INTEROFFICE DELIVERY		3.38			6.76	
				3.38	3.38	-	3.38	6.76	-
2510-21			OFFICE SUPPLIES: WTW	2.32					
02	2/28/2017	AJ-082607	LAKIN CAMPUS OFFICE SUPPLIES		1.54			3.86	
				2.32	1.54	-	1.54	3.86	-
2520-21			BUILDING & GROUND SUPPLIES: WTW	2.97					
02	2/28/2017	AJ-082619	BUILDING SUPPLIES - LAKIN CAMPUS		1.44			4.41	
02	2/28/2017	AJ-082624	BUILDING & GROUND SUPPLIES		0.52			4.93	
				2.97	1.96	-	1.96	4.93	-
2550-21			FOOD: WTW	1.69					
02		42794 AJ-082631	LAKIN - FOOD		1.1			2.79	
				1.69	1.10	-	1.10	2.79	-
2600-21			TELEPHONE: WTW	17.03					
02	2/28/2017	AJ-082644	ALLOCATION TELEPHONE LAKIN		9.28			26.31	
02	2/28/2017	AJ-082649	TELEPHONE		7.83			34.14	
				17.03	17.11	-	17.11	34.14	-
2700-21			POSTAGE & SHIPPING: WTW	2.10					
02	2/28/2017	AJ-082656	POSTAGE - LAKIN CAMPUS		1.52			3.62	
02	2/28/2017	AJ-082661	POSTAGE ALLOCATION		2.10			5.72	
02	2/28/2017	JE-003667	POSTAGE - JAN		1.90			7.62	
02	2/28/2017	JE-003667	POSTAGE - JAN		2.82			10.44	
				2.10	8.34	-	8.34	10.44	-
2830-21			UTILITIES: WTW	14.82					
02	2/28/2017	AJ-082674	UTILITIES ALLOCATION		29.52			44.34	
				14.82	29.52	-	29.52	44.34	-
2840-21			CARE OF BUILDINGS & GROUNDS: WTW	17.81					
02	2/28/2017	AJ-082684	ALLOCATION OF CARE OF BUILDING AND GROUNDS LAKIN		25.60			43.41	



Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
02		42794 AJ-082689	ALLOCATION - CARE OF BUILDING AND GROUNDS		4.08			47.49	
				17.81	29.68	-	29.68	47.49	-
2841-21			Inter - Blds and Grn: WTW	-					
				-	-	-	0.00	0.00	-
2850-21			EQUIPMENT REPAIR & MAINTENANCE: WTW	7.07					
02	2/28/2017	AJ-082702	EQUIPMENT REPAIR LAKIN CAMPUS		3.74			10.81	
02	2/28/2017	AP-004871	BISHOP BUSINESS EQUIPMENT CO /IN: FEB-2017		3.71			14.52	
				7.07	7.45	-	7.45	14.52	-
2880-21			PROPERTY INS/TAXES: WTW	17.65					
02	2/28/2017	AJ-082721	PROP INS/TAXES ALLOCATION		18.17			35.82	
				17.65	18.17	-	18.17	35.82	-
3100-21			PRINTING & PUB.: WTW	11.88					
02	2/28/2017	AJ-082733	PRINTING & PUBLICATION ALLOCATION		11.38			23.26	
				11.88	11.38	-	11.38	23.26	-
3210-21			MILEAGE/EXPENSE: WTW	-					
02	2/28/2017	PR-000361	EXP REIMBURSEMENT		176.70			176.70	
				-	176.70	-	176.70	176.70	-
3220-21			OUT OF TOWN TRAVEL: WTW	-					
				-	-	-	0.00	0.00	-
3250-21			AGENCY VEHICLE OPERATE.COSTS : WTW	-					
				-	-	-	0.00	0.00	-
3280-21			AUTOMOBILE INSURANCE: WTW	16.79					
02	2/28/2017	AJ-082743	AUTO INS ALLOCATION		17.26			34.05	
				16.79	17.26	-	17.26	34.05	-
3300-21			CONFERENCE/CONVENTION/TRIPS: WTW	-					
				-	-	-	0.00	0.00	-
3500-21			SPECIFIC ASSISTANCE INDIVIDUAL: WTW	-					
				-	-	-	0.00	0.00	-
4100-21			ORGANIZATION DUES: WTW	-					
				-	-	-	0.00	0.00	-
4300-21			EQUIPMENT/FIXED ASSETS: WTW	20.68					
02	2/28/2017	AJ-082761	EQUIPMENT FIXED ASSETS		20.68			41.36	
				20.68	20.68	-	20.68	41.36	-



Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
4900-21			MISCELLANEOUS: WTW	7,224.51					
02	2/28/2017	JE-003663	WTW Reserve		1,000.00			8,224.51	
				7,224.51	1,000.00	-	1,000.00	8,224.51	-
				(10,026.99)	4,185.46	3,463.94	721.52	9,305.47	2,401.50
			Calculation of Admin costs (=17.9% of expenses excluding Loan Guarantee Fu	494.53					
			Expenses inc Admin Costs						2,401.50
									2,401.50

Check

Not included in \$22K of funding

Atty, Legal, Audit, Acct, POS, Interdept	Office & Mtg Supplies	Phone & Internet	Postage & shipping	Building & Occupancy (Utilities, care of bldg/grnds, bldg/grnd supp, prop ins)	Equip & Equip rent/repair	Advertising, Prntg, Pubs	Mileage, travel, conf, agency vehicle, auto ins	Borrower Incentives	Org Dues & Misc	Admin @ 17.9%	Loan Guarantee Funds (Misc)	Total
											1,000.00	1,000.00
									-		-	-
									-		-	-
									-		-	-
									-		-	-
									-		-	-
									-		-	-
									-		-	-
									-		-	-
									-		-	-
									-		-	-
									-		-	-
									-		-	-
									-		-	-
									-		-	-
20.37	2.64	17.11	8.34	79.33	28.13	11.38	193.96	-	-		278.48	3,041.24
										494.53		494.53
20.37	2.64	17.11	8.34	79.33	28.13	11.38	193.96	-	-	494.53	278.48	3,535.77
20.37	2.64	17.11	8.34	79.33	28.13	11.38	193.96	-	-	494.53	278.48	3,535.77

NOTE: Reduce Loan Guarantees by Funds received after default



Heartland Family Service  
Attn: John Jeanetta, President & CEO  
2101 S 42nd St  
Omaha, NE 68105-2909

Invoice No. 201674  
Invoice Date: February 9, 2017  
Client: F0580

Current Billing:	5,138.00
Previous Balance:	0.00
Less Discount:	513.80
<b>Total Amount:</b>	<b>4,624.20</b>
Amount Remitted:	\$ _____

*Mar.* Prog. Serv. Com: JAN-2017  
Amt. 4,624.20  
Cler. DB  
Appr. \_\_\_\_\_  
Acct. No. 2410-07 = 1,092.60  
2410-03 = 642.60  
2410-25 = 1,709.10  
2410-37 = 62.10  
2410-21 = 1,117.80

POSTED

Please include your client number on all payments

Heartland Family Service  
Attn: John Jeanetta, President & CEO  
2101 S 42nd St  
Omaha, NE 68105-2909

February 9, 2017  
Invoice No: 201674  
Matter: F0580-01066  
General 2017

FOR PROFESSIONAL SERVICES RENDERED THROUGH 01/31/17

<u>Date</u>	<u>Description</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
01/03/17	RJS Conference with TR Wright regarding Truly Sand issue; Phone call from (and to) D. Dostal regarding IP protection and other issue; Email to D. Dostal <i>NJW</i>	345.00	0.90	310.50
01/03/17	TRW Phone call with client re bank documents; Review of emails and demand from Truly Sand regarding landlord claims; Email to client regarding same <i>NJW</i>	345.00	0.70	241.50
01/04/17	TRW Phone call with client and bank regarding loan documentation; Review of power of attorney; Analysis of whether it can be effectively assigned in a note purchase situation <i>WZW 021</i>	345.00	0.90	310.50
01/04/17	SPM Phone call from Joanie regarding reasonable accommodation issue <i>HA 037</i>	345.00	0.10	34.50
01/05/17	TRW Emails with clients regarding power of attorney question	345.00	0.30	103.50
01/05/17	GJD Review of current trademark registrations; Phone call to Donna Dostal regarding trademark issues <i>Development of Adm'n?</i>	300.00	1.00	300.00
01/06/17	RJS Email from (and to) S. Nadason regarding emergency shelter question <i>Adm'n</i>	345.00	0.20	69.00
01/06/17	TRW Work on note purchase agreement and assignment <i>WZW</i>	345.00	0.90	310.50
01/09/17	TRW Manual editing of bank's standard guaranty for vehicle finance plan and forward to clients. <i>WZW</i>	345.00	0.40	138.00
01/10/17	TRW Re-drafting of Note Purchase agreement between bank and HFS. Emails with clients re same. <i>WZW</i>	345.00	1.40	483.00
01/12/17	RJS Revision of nonprofit directors' responsibilities document;	0.00	0.00	0.00

Please include your client number on all payments

- 10% Disc.



Heartland Family Service  
Attn: John Jeanetta, President & CEO  
2101 S 42nd St  
Omaha, NE68105-2909

February 9, 2017  
Invoice: 201674  
Matter: F0580-01066  
General 2017

<u>Date</u>		<u>Description</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
		email to J. Jeanetta (no charge)			
01/13/17	RJS	Phone call from Jason Hubbard regarding Truly Sand; <i>NAW</i> Instructions to NA Buda	345.00	0.20	69.00
01/13/17	SPM	Phone call from Joanie regarding assistance animal question and email her some language for policy <i>reword some</i>	345.00	0.10	34.50
01/13/17	TRW	Phone call from client regarding landlord dispute and background information <i>NTW</i>	345.00	0.40	138.00
<b>Total Fees:</b>				7.50	\$2,542.50

TOTAL CURRENT INVOICE

\$2,542.50

Discount

\$(254.25)

Previous Balance Forward

\$0.00

Less Payments since Last Bill

\$0.00

Less Adjustments

\$0.00

Total Balance Due

\$2,288.25

Please include your client number on all payments

**MAPA JARC GRANT BILLING DOCUMENT**

PART IV - Project Budget Worksheet

Project Name: \_\_HEARTLAND FAMILY SERVICE - WAYS TO WORK\_\_

Contact Name: \_\_Joanie Poore, VP\_\_\_\_\_

BUDGET DETAIL	TOTAL JARC BUDGET (ORIGINAL)	3/1/2017 - 3/31/2017		TOTAL COST MONTH	Program to Date	
		JARC	LOCAL MATCH		JARC	LOCAL MATCH
<b>A. OPERATING EXPENSES<sup>1</sup></b>						
1. Salaries and Benefits	30,720	\$ 2,402.13	\$ 2,209.66	\$ 4,611.79	\$ 7,235.48	\$ 6,628.98
2. Atty, Audit, Acct, POS	2,200	\$ -	\$ 1,138.17	\$ 1,138.17	\$ -	\$ 1,178.90
3. Office and Meeting Supplies	400	\$ 1.68	\$ 1.68	\$ 3.36	\$ 5.01	\$ 5.01
4. Phone & Internet	400	\$ 8.58	\$ 8.58	\$ 17.15	\$ 25.65	\$ 25.65
5. Postage & Shipping	220	\$ 3.99	\$ 3.99	\$ 7.98	\$ 9.21	\$ 9.21
6. Building and Occupancy	1,240	\$ 41.70	\$ 41.70	\$ 83.40	\$ 107.99	\$ 107.99
7. Equipment & Equip rep/rent	800	\$ 15.77	\$ 15.77	\$ 31.53	\$ 43.71	\$ 43.71
8. Advertising, Printing and Pubs	840	\$ 3.81	\$ 3.81	\$ 7.61	\$ 15.44	\$ 15.44
9. Mileage, travel, conf, auto ins.	320	\$ 8.63	\$ 8.63	\$ 17.26	\$ 114.01	\$ 114.01
10. Borrower Incentives	-			\$ -	\$ -	\$ -
11. Org Dues & Misc	128		\$ -	\$ -	\$ -	\$ -
12. Administrative Costs	6,732	\$ -	\$ 663.84	\$ 663.84	\$ -	\$ 1,621.09
<b>Subtotal - Operating Expenses</b>	<b>\$ 44,000</b>	<b>\$ 2,486.28</b>	<b>\$ 4,095.82</b>	<b>\$ 6,582.09</b>	<b>\$ 7,556.48</b>	<b>\$ 9,749.97</b>









Account Number/Description

Perio d	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
				426.13	212.65	-	212.65	638.78	212.65
2410-21			ATTORNEY FEES: WTW	-					
				-	-	-	0.00	0.00	-
2410-21			ATTORNEY FEES: WTW	-					
03	3/16/2017	AP-004883	BAIRD HOLM LLP /IN: 201674		1,117.80			1,117.80	
				-	1,117.80	-	1,117.80	1,117.80	-
2430-21			AUDITING/ACCOUNT FEES: WTW	10.68					
03	3/31/2017	AJ-083617	AUDITING/ACCT FEES ALLOC		5.34			16.02	
				10.68	5.34	-	5.34	16.02	-
2490-21			OTHER PURCHASE OF SERVICE: WTW	23.29					
03	3/31/2017	AJ-083628	PURCHASE OF SERVICE ALLOC		0.80			24.09	
03	3/31/2017	AJ-083887	PURCHASE OF SERVICE ALLOC		10.85			34.94	
				23.29	11.65	-	11.65	34.94	-
2491-21			Interdepartmental: WTW	6.76					
03	3/31/2017	RJ-003749	EXPENS/INTEROFFICE DELIVERY		3.38			10.14	
				6.76	3.38	-	3.38	10.14	-
2510-21			OFFICE SUPPLIES: WTW	3.86					
03	3/31/2017	AJ-083643	LAKIN CAMPUS OFFICE SUPPLIES		1.26			5.12	
				3.86	1.26	-	1.26	5.12	-
2520-21			BUILDING & GROUND SUPPLIES: WTW	4.93					
03	3/31/2017	AJ-083655	BUILDING SUPPLIES - LAKIN CAMPUS		6.24			11.17	
03	3/31/2017	AJ-083660	BUILDING & GROUND SUPPLIES		0.05			11.22	
				4.93	6.29	-	6.29	11.22	-
2550-21			FOOD: WTW	2.79					
03		42825 AJ-083667	LAKIN - FOOD		2.1			4.89	
				2.79	2.10	-	2.10	4.89	-
2600-21			TELEPHONE: WTW	34.14					
03	3/31/2017	AJ-083680	ALLOCATION TELEPHONE LAKIN		9.28			43.42	
03	3/31/2017	AJ-083685	TELEPHONE		7.87			51.29	
				34.14	17.15	-	17.15	51.29	-
2700-21			POSTAGE & SHIPPING: WTW	10.44					
03	3/31/2017	AJ-083692	POSTAGE - LAKIN CAMPUS			0.91		9.53	
03	3/31/2017	AJ-083697	POSTAGE ALLOCATION		2.10			11.63	
03	3/31/2017	JE-003819	POSTAGE - MAR		5.88			17.51	
				10.44	7.98	0.91	7.07	17.51	-
2830-21			UTILITIES: WTW	44.34					
03	3/31/2017	AJ-083710	UTILITIES ALLOCATION		13.50			57.84	
				44.34	13.50	-	13.50	57.84	-





Account Number/Description

Perio d	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
2840-21			CARE OF BUILDINGS & GROUNDS: WTW	47.49					
03	3/31/2017	AJ-083720	ALLOCATION OF CARE OF BUILDING AND GROUNDS LAKIN		41.36			88.85	
03		42825 AJ-083725	ALLOCATION - CARE OF BUILDING AND GROUNDS		4.08			92.93	
				47.49	45.44	-	45.44	92.93	-
2841-21			Inter - Blds and Grn: WTW	-					
				-	-	-	0.00	0.00	-
2850-21			EQUIPMENT REPAIR & MAINTENANCE: WTW	14.52					
03	3/31/2017	AJ-083738	EQUIPMENT REPAIR LAKIN CAMPUS		3.74			18.26	
03	3/31/2017	AP-004903	BISHOP BUSINESS EQUIPMENT CO /IN: MAR-2017		7.11			25.37	
				14.52	10.85	-	10.85	25.37	-
2880-21			PROPERTY INS/TAXES: WTW	35.82					
03	3/31/2017	AJ-083757	PROP INS/TAXES ALLOCATION		18.17			53.99	
				35.82	18.17	-	18.17	53.99	-
3100-21			PRINTING & PUB.: WTW	23.26					
03	3/31/2017	AJ-083769	PRINTING & PUBLICATION ALLOCATION		7.61			30.87	
				23.26	7.61	-	7.61	30.87	-
3210-21			MILEAGE/EXPENSE: WTW	176.70					
				176.70	-	-	0.00	176.70	-
3220-21			OUT OF TOWN TRAVEL: WTW	-					
				-	-	-	0.00	0.00	-
3250-21			AGENCY VEHICLE OPERATE.COSTS : WTW	-					
				-	-	-	0.00	0.00	-
3280-21			AUTOMOBILE INSURANCE: WTW	34.05					
03	3/31/2017	AJ-083779	AUTO INS ALLOCATION		17.26			51.31	
				34.05	17.26	-	17.26	51.31	-
3300-21			CONFERENCE/CONVENTION/TRIPS: WTW	-					
				-	-	-	0.00	0.00	-
3500-21			SPECIFIC ASSISTANCE INDIVIDUAL: WTW	-					
				-	-	-	0.00	0.00	-
4100-21			ORGANIZATION DUES: WTW	-					
				-	-	-	0.00	0.00	-
4300-21			EQUIPMENT/FIXED ASSETS: WTW	41.36					
03	3/31/2017	AJ-083797	EQUIPMENT FIXED ASSETS		20.68			62.04	

Not included  
in \$22K of  
funding

Atty, Legal, Audit, Acct, POS, Interdept	Office & Mtg Supplies	Phone & Internet	Postage & shipping	Building & Occupancy (Utilities, care of bdg/grnds, bdg/grnd supp, prop ins)	Equip & Equip rent/repair	Advertising, Prntg, Pubs	Mileage, travel, conf, agency vehicle, auto ins	Borrower Incentives	Org Dues & Misc	Admin @ 17.9%	Loan Guarantee Funds (Misc)	Total
				41.36								41.36
				4.08								4.08
				-								-
-	-	-	-	45.44	-	-	-	-	-	-	-	45.44
-	-	-	-	-	-	-	-	-	-	-	-	-
					3.74							3.74
					7.11							7.11
					-							-
					-							-
-	-	-	-	-	10.85	-	-	-	-	-	-	10.85
				18.17								18.17
				-								-
-	-	-	-	18.17								18.17
						7.61						7.61
						-						-
						-						-
-	-	-	-	-	-	7.61	-	-	-	-	-	7.61
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
							17.26					17.26
							-					-
-	-	-	-	-	-	-	17.26	-	-	-	-	17.26
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
					20.68							20.68
					-							-
					-							-



Not included  
in \$22K of  
funding

Atty, Legal, Audit, Acct, POS, Interdept	Office & Mtg Supplies	Phone & Internet	Postage & shipping	Building & Occupancy (Utilities, care of bldg/grnds, bldg/grnd supp, prop ins)	Equip & Equip rent/repair	Advertising, Prntg, Pubs	Mileage, travel, conf, agency vehicle, auto ins	Borrower Incentives	Org Dues & Misc	Admin @ 17.9%	Loan Guarantee Funds (Misc)	Total
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	20.68	-	-	-	-	-	-	20.68
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	(2,000.00)	(2,000.00)
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	(2,000.00)	(2,000.00)
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
1,138.17	3.36	17.15	7.98	83.40	31.53	7.61	17.26	-	-	-	(5,222.53)	(1,513.94)
-	-	-	-	-	-	-	-	-	-	663.84	-	663.84
1,138.17	3.36	17.15	7.98	83.40	31.53	7.61	17.26	-	-	663.84	(5,222.53)	(850.10)
1,138.17	3.36	17.15	7.98	83.40	31.53	7.61	17.26	-	-	663.84	(5,222.53)	(850.10)

NOTE: Reduce Loan Guarantees by Funds received after default



Heartland Family Service  
Attn: John Jeanetta, President & CEO  
2101 S 42nd St  
Omaha, NE 68105-2909

Invoice No. 201674  
Invoice Date: February 9, 2017  
Client: F0580

Current Billing:	5,138.00
Previous Balance:	0.00
Less Discount:	513.80
<b>Total Amount:</b>	<b>4,624.20</b>
Amount Remitted:	\$ _____

*Mar.* Prog. Serv. Com: JAN-2017  
Amt. 4,624.20  
Cler. DB  
Appr. \_\_\_\_\_  
Acct. No. 2410-07 = 1,092.60  
2410-03 = 642.60  
2410-25 = 1,709.10  
2410-37 = 62.10  
2410-21 = 1,117.80

POSTED

Please include your client number on all payments

Heartland Family Service  
Attn: John Jeanetta, President & CEO  
2101 S 42nd St  
Omaha, NE 68105-2909

February 9, 2017  
Invoice No: 201674  
Matter: F0580-01066  
General 2017

FOR PROFESSIONAL SERVICES RENDERED THROUGH 01/31/17

<u>Date</u>	<u>Description</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
01/03/17	RJS Conference with TR Wright regarding Truly Sand issue; Phone call from (and to) D. Dostal regarding IP protection and other issue; Email to D. Dostal	345.00	0.90	310.50
01/03/17	TRW Phone call with client re bank documents; Review of emails and demand from Truly Sand regarding landlord claims; Email to client regarding same	345.00	0.70	241.50
01/04/17	TRW Phone call with client and bank regarding loan documentation; Review of power of attorney; Analysis of whether it can be effectively assigned in a note purchase situation	345.00	0.90	310.50
01/04/17	SPM Phone call from Joanie regarding reasonable accommodation issue	345.00	0.10	34.50
01/05/17	TRW Emails with clients regarding power of attorney question	345.00	0.30	103.50
01/05/17	GJD Review of current trademark registrations; Phone call to Donna Dostal regarding trademark issues	300.00	1.00	300.00
01/06/17	RJS Email from (and to) S. Nadason regarding emergency shelter question	345.00	0.20	69.00
01/06/17	TRW Work on note purchase agreement and assignment	345.00	0.90	310.50
01/09/17	TRW Manual editing of bank's standard guaranty for vehicle finance plan and forward to clients.	345.00	0.40	138.00
01/10/17	TRW Re-drafting of Note Purchase agreement between bank and HFS. Emails with clients re same.	345.00	1.40	483.00
01/12/17	RJS Revision of nonprofit directors' responsibilities document;	0.00	0.00	0.00

Please include your client number on all payments

- 10% Disc.

Heartland Family Service  
Attn: John Jeanetta, President & CEO  
2101 S 42nd St  
Omaha, NE68105-2909

February 9, 2017  
Invoice: 201674  
Matter: F0580-01066  
General 2017

<u>Date</u>		<u>Description</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
		email to J. Jeanetta (no charge)			
01/13/17	RJS	Phone call from Jason Hubbard regarding Truly Sand; <i>NAW</i> Instructions to NA Buda	345.00	0.20	69.00
01/13/17	SPM	Phone call from Joanie regarding assistance animal question and email her some language for policy <i>reword some</i>	345.00	0.10	34.50
01/13/17	TRW	Phone call from client regarding landlord dispute and background information <i>NTW</i>	345.00	0.40	138.00
<b>Total Fees:</b>				7.50	\$2,542.50

TOTAL CURRENT INVOICE

\$2,542.50

Discount

\$(254.25)

Previous Balance Forward

\$0.00

Less Payments since Last Bill

\$0.00

Less Adjustments

\$0.00

Total Balance Due

\$2,288.25

Please include your client number on all payments

**MAPA JARC GRANT BILLING DOCUMENT**

PART IV - Project Budget Worksheet

Project Name: \_\_HEARTLAND FAMILY SERVICE - WAYS TO WORK\_\_

Contact Name: \_\_Joanie Poore, VP\_\_\_\_\_

BUDGET DETAIL	TOTAL JARC BUDGET (ORIGINAL)	4/1/2017 - 4/30/2017		TOTAL COST MONTH	Program to Date	
		JARC	LOCAL MATCH		JARC	LOCAL MATCH
<b>A. OPERATING EXPENSES<sup>1</sup></b>						
1. Salaries and Benefits	30,720	\$ 2,458.31	\$ 2,209.66	\$ 4,667.97	\$ 9,693.79	\$ 8,838.64
2. Atty, Audit, Acct, POS	2,200	\$ -	\$ 89.56	\$ 89.56	\$ -	\$ 1,268.46
3. Office and Meeting Supplies	400	\$ 4.07	\$ 4.07	\$ 8.14	\$ 9.08	\$ 9.08
4. Phone & Internet	400	\$ 8.87	\$ 8.87	\$ 17.74	\$ 34.52	\$ 34.52
5. Postage & Shipping	220	\$ 2.85	\$ 2.85	\$ 5.70	\$ 12.06	\$ 12.06
6. Building and Occupancy	1,240	\$ 29.16	\$ 29.16	\$ 58.32	\$ 137.15	\$ 137.15
7. Equipment & Equip rep/rent	800	\$ 14.16	\$ 14.16	\$ 28.31	\$ 57.86	\$ 57.86
8. Advertising, Printing and Pubs	840	\$ 4.66	\$ 4.66	\$ 9.32	\$ 20.10	\$ 20.10
9. Mileage, travel, conf, auto ins.	320	\$ 150.52	\$ 150.52	\$ 301.04	\$ 264.53	\$ 264.53
10. Borrower Incentives	-			\$ -	\$ -	\$ -
11. Org Dues & Misc	128		\$ -	\$ -	\$ -	\$ -
12. Administrative Costs	6,732	\$ -	\$ 532.78	\$ 532.78	\$ -	\$ 2,153.87
<b>Subtotal - Operating Expenses</b>	<b>\$ 44,000</b>	<b>\$ 2,672.60</b>	<b>\$ 3,046.29</b>	<b>\$ 5,718.88</b>	<b>\$ 10,229.07</b>	<b>\$ 12,796.25</b>











Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
2410-21			ATTORNEY FEES: WTW	-					
							0.00	0.00	-
2410-21			ATTORNEY FEES: WTW	1,117.80				1,117.80	
				1,117.80	-	-	0.00	1,117.80	-
2430-21			AUDITING/ACCOUNT FEES: WTW	16.02					
04	4/30/2017	AJ-084135	AUDITING/ACCT FEES ALLOC		5.34			21.36	
				16.02	5.34	-	5.34	21.36	-
2490-21			OTHER PURCHASE OF SERVICE: WTW	34.94					
04	4/13/2017	AP-004915	CORELOGIC CREDCO, LLC /IN: 10124860		19.80			54.74	
04	4/30/2017	AJ-084146	PURCHASE OF SERVICE ALLOC		11.54			66.28	
04	4/30/2017	AP-004936	CORELOGIC CREDCO, LLC /IN: 10156352		49.50			115.78	
				34.94	80.84	-	80.84	115.78	-
2491-21			Interdepartmental: WTW	10.14					
04	4/30/2017	RJ-003762	EXPENS/INTEROFFICE DELIVERY		3.38			13.52	
				10.14	3.38	-	3.38	13.52	-
2510-21			OFFICE SUPPLIES: WTW	5.12					
04	4/30/2017	AJ-084161	LAKIN CAMPUS OFFICE SUPPLIES		5.14			10.26	
				5.12	5.14	-	5.14	10.26	-
2520-21			BUILDING & GROUND SUPPLIES: WTW	11.22					
04	4/30/2017	AJ-084173	BUILDING SUPPLIES - LAKIN CAMPUS		3.38			14.60	
04	4/30/2017	AJ-084178	BUILDING & GROUND SUPPLIES		0.13			14.73	
				11.22	3.51	-	3.51	14.73	-
2550-21			FOOD: WTW	4.89					
04		42855 AJ-084185	LAKIN - FOOD		3			7.89	
				4.89	3.00	-	3.00	7.89	-
2600-21			TELEPHONE: WTW	51.29					
04	4/30/2017	AJ-084198	ALLOCATION TELEPHONE LAKIN		9.28			60.57	
04	4/30/2017	AJ-084203	TELEPHONE		8.46			69.03	
				51.29	17.74	-	17.74	69.03	-
2700-21			POSTAGE & SHIPPING: WTW	17.51					
04	4/30/2017	AJ-084210	POSTAGE - LAKIN CAMPUS		1.15			18.66	
04	4/30/2017	AJ-084215	POSTAGE ALLOCATION		2.10			20.76	
04	4/30/2017	JE-003881	POSTAGE - APR		2.45			23.21	
				17.51	5.70	-	5.70	23.21	-
2830-21			UTILITIES: WTW	57.84					
04	4/30/2017	AJ-084228	UTILITIES ALLOCATION		14.18			72.02	
				57.84	14.18	-	14.18	72.02	-
2840-21			CARE OF BUILDINGS & GROUNDS: WTW	92.93					
04	4/30/2017	AJ-084238	ALLOCATION OF CARE OF BUILDING AND GROUNDS LAKIN		17.14			110.07	



Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
04		42855 AJ-084243	ALLOCATION - CARE OF BUILDING AND GROUNDS		5.32			115.39	
				92.93	22.46	-	22.46	115.39	-
2841-21			Inter - Bids and Grn: WTW	-					
				-	-	-	0.00	0.00	-
2850-21			EQUIPMENT REPAIR & MAINTENANCE: WTW	25.37					
04	4/30/2017	AJ-084256	EQUIPMENT REPAIR LAKIN CAMPUS		3.74			29.11	
04	4/30/2017	AP-004933	BISHOP BUSINESS EQUIPMENT CO /IN: APR-2017		3.89			33.00	
				25.37	7.63	-	7.63	33.00	-
2880-21			PROPERTY INS/TAXES: WTW	53.99					
04	4/30/2017	AJ-084275	PROP INS/TAXES ALLOCATION		18.17			72.16	
				53.99	18.17	-	18.17	72.16	-
3100-21			PRINTING & PUB.: WTW	30.87					
04	4/30/2017	AJ-084287	PRINTING & PUBLICATION ALLOCATION		9.32			40.19	
				30.87	9.32	-	9.32	40.19	-
3210-21			MILEAGE/EXPENSE: WTW	176.70					
04	4/30/2017	PR-000366	EXP REIMBURSEMENT		229.63			406.33	
				176.70	229.63	-	229.63	406.33	-
3220-21			OUT OF TOWN TRAVEL: WTW	-					
04	4/30/2017	PR-000366	EXP REIMBURSEMENT		54.15			54.15	
				-	54.15	-	54.15	54.15	-
3250-21			AGENCY VEHICLE OPERATE.COSTS : WTW	-					
				-	-	-	0.00	0.00	-
3280-21			AUTOMOBILE INSURANCE: WTW	51.31					
04	4/30/2017	AJ-084297	AUTO INS ALLOCATION		17.26			68.57	
				51.31	17.26	-	17.26	68.57	-
3300-21			CONFERENCE/CONVENTION/TRIPS: WTW	-					
				-	-	-	0.00	0.00	-
3500-21			SPECIFIC ASSISTANCE INDIVIDUAL: WTW	-					
				-	-	-	0.00	0.00	-
4100-21			ORGANIZATION DUES: WTW	-					
				-	-	-	0.00	0.00	-
4300-21			EQUIPMENT/FIXED ASSETS: WTW	62.04					
04	4/30/2017	AJ-084315	EQUIPMENT FIXED ASSETS		20.68			82.72	
				62.04	20.68	-	20.68	82.72	-







Not included  
in \$22K of  
funding

Atty, Legal, Audit, Acct, POS, Interdept	Office & Mtg Supplies	Phone & Internet	Postage & shipping	Building & Occupancy (Utilities, care of bidg/grnds, bidg/grnd supp, prop ins)	Equip & Equip rent/repair	Advertising, Prntg, Pubs	Mileage, travel, conf, agency vehicle, auto ins	Borrower Incentives	Org Dues & Misc	Admin @ 17.9%	Loan Guarantee Funds (Misc)	Total
											3,885.60	3,885.60
									-		4,776.58	4,776.58
											-	-
											-	-
											-	-
											-	-
											-	-
											8,662.18	8,662.18
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
89.56	8.14	17.74	5.70	58.32	28.31	9.32	301.04	-	-	-	8,440.61	11,417.05
										532.78		532.78
89.56	8.14	17.74	5.70	58.32	28.31	9.32	301.04	-	-	532.78	8,440.61	11,949.83
89.56	8.14	17.74	5.70	58.32	28.31	9.32	301.04	-	-	532.78	8,440.61	11,949.83

CoreLogic Credco LLC  
 10277 Scripps Ranch Blvd.  
 San Diego, California 92131  
 www.CredcoServices.com

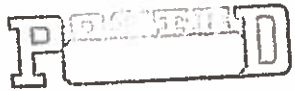


STATEMENT FOR :

JENNY SCHULTE  
 HEARTLAND FAMILY SERVICES  
 2101 S. 42ND STREET  
 OMAHA, NE 68105

APR

Acct. No. 2490-21  
 Bal. Serv. 49.50  
 Term term



For questions regarding this statement, please e-mail us at credco.billing@corelogic.com, call (800) 294-5566 or fax to (800) 998-4747.

Account Number	Statement Number	Statement Date	Service Period
4255199	10156352	05/02/17	04/01/17 - 04/30/17

Balance Forward Previous Month	\$19.80
Adjustments	\$0.00
Payments	(\$19.80)
Current Charges	\$48.10
Third Party Fees	\$0.00
Surcharges	\$1.40
Sales Tax	\$0.00
Total Due by 05/25/17	\$49.50

AGED BALANCE SUMMARY

Current	30 Days	60 Days	90 Days	120+ Days	Total
\$49.50	\$0.00	\$0.00	\$0.00	\$0.00	\$49.50

Account Num : 4255199  
Statement Num : 10156352

**TRANSACTIONS**

Name	Time Stamp	Reference Num	Product / Access Type	Type	Bureaus	Charge	Tax	Total *
BIIFlag - Notes								
CLEMENT, KARA	04/03/17	111994312490000	INSTANT MERGE/ORIGINAL	IND	EFX,XPN	\$9.90	\$0.00	\$9.90 /
ROSALES, LATANARAE	04/17/17	112011012120000	INSTANT MERGE/ORIGINAL	IND	EFX,XPN	\$9.90	\$0.00	\$9.90 /
TODD, MARLA	04/26/17	112022672740000	INSTANT MERGE/ORIGINAL	IND	EFX,XPN	\$9.90	\$0.00	\$9.90 /
MORRIS, BRIANNA	04/26/17	112022891010000	INSTANT MERGE/ORIGINAL	IND	EFX,XPN	\$9.90	\$0.00	\$9.90 /
KRAMER, EMILY	04/28/17	112025426200000	INSTANT MERGE/ORIGINAL	IND	EFX,XPN	\$9.90	\$0.00	\$9.90 /

**GRAND TOTALS**

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Totals : \$49.50 \$0.00 \$49.50

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\* Surcharge Included in price.  
† Includes secondary use charges.

## Karla McKay

---

**From:** Lisa Picker  
**Sent:** Wednesday, May 03, 2017 9:06 AM  
**To:** Karla McKay  
**Subject:** FW: CoreLogic Credco invoice  
**Attachments:** HFS 4255199 Apr 17.pdf

Good morning Karla

Okay to pay the attached invoice.

Thanks  
Lisa

---

**From:** Karla McKay  
**Sent:** Wednesday, May 03, 2017 8:29 AM  
**To:** Lisa Picker  
**Subject:** CoreLogic Credco invoice

Hi LISA,

Here is the invoice for April for your approval please. Thanks.

Karla McKay  
Accounts Payable Clerk  
Heartland Family Service  
402.552.7452  
402.553.3133 fax  
[kmckay@heartlandfamilyservice.org](mailto:kmckay@heartlandfamilyservice.org)

**MAPA JARC GRANT BILLING DOCUMENT**

PART IV - Project Budget Worksheet

Project Name: \_\_HEARTLAND FAMILY SERVICE - WAYS TO WORK\_\_

Contact Name: \_\_Joanie Poore, VP\_\_\_\_\_

BUDGET DETAIL	TOTAL JARC BUDGET (ORIGINAL)	5/1/2017 - 5/31/2017		TOTAL COST MONTH	Program to Date	
		JARC	LOCAL MATCH		JARC	LOCAL MATCH
<b>A. OPERATING EXPENSES<sup>1</sup></b>						
1. Salaries and Benefits	30,720	\$ 2,451.44	\$ 2,209.66	\$ 4,661.10	\$ 12,145.23	\$ 11,048.30
2. Atty, Audit, Acct, POS	2,200	\$ -	\$ 37.05	\$ 37.05	\$ -	\$ 1,305.51
3. Office and Meeting Supplies	400	\$ 27.08	\$ 27.08	\$ 54.16	\$ 36.16	\$ 36.16
4. Phone & Internet	400	\$ 8.68	\$ 8.68	\$ 17.35	\$ 43.19	\$ 43.19
5. Postage & Shipping	220	\$ 3.50	\$ 3.50	\$ 7.00	\$ 15.56	\$ 15.56
6. Building and Occupancy	1,240	\$ 27.27	\$ 27.27	\$ 54.54	\$ 164.42	\$ 164.42
7. Equipment & Equip rep/rent	800	\$ 14.17	\$ 14.17	\$ 28.34	\$ 72.03	\$ 72.03
8. Advertising, Printing and Pubs	840	\$ 4.62	\$ 4.62	\$ 9.24	\$ 24.72	\$ 24.72
9. Mileage, travel, conf, auto ins.	320	\$ 8.63	\$ 8.63	\$ 17.26	\$ 273.16	\$ 273.16
10. Borrower Incentives	-			\$ -	\$ -	\$ -
11. Org Dues & Misc	128		\$ -	\$ -	\$ -	\$ -
12. Administrative Costs	6,732	\$ -	\$ 479.07	\$ 479.07	\$ -	\$ 2,632.94
<b>Subtotal - Operating Expenses</b>	<b>\$ 44,000</b>	<b>\$ 2,545.39</b>	<b>\$ 2,819.73</b>	<b>\$ 5,365.11</b>	<b>\$ 12,774.46</b>	<b>\$ 15,615.98</b>

General Ledger Detail Report  
 HEARTLAND FAMILY SERVICE (002)  
 DEPARTMENT 21 - WAYS TO WORK  
 Detail Postings for Period 05 for May 01-May 31, 2017  
 Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
0131-21		-	A/R WAYS TO WORK JARC	0.08				0.08	
0139-21			WAYS TO WORK RECEIVABLE	0.00	0.00	0.00	0.00	0.00	
0220-21			DUE TO HOLY NAME HOUSING CORP	(11,166.00)				(11,166.00)	
				11,166.00-	0.00	0.00	0.00	11,166.00-	
1010-21			INCOME FROM SERVICES	0.00					
05	5/5/2017	CR-020671	Doc: CB 5/5 05/05/17			180.00		180.00-	
1111-21			CONTRIBUTIONS RESTRICTED: WTW	17,279.81-					
05	5/31/2017	AJ-084593	CONTRIBUTIONS RESTRICTED ALLOCATION			7.56		17,287.37-	
05	5/31/2017	JE-003973	WTW CLOSING ENTRY		1611.76			15,675.61-	
				(17,279.81)	1,611.76	7.56	1,604.20	15,675.61-	
1334-21		-	Service Fees - Ways to Work	0.00					
							0.00	0.00	
1700-21			MISCELLANEOUS: WTW	0.04-					
05	5/31/2017	AJ-084604	MISC INCOME - L CODE			0.19		0.23-	
1701-21			MISCELLANEOUS:WTW COLLECTIONS ON DEFAULTED LOANS	4,165.62-					
05	5/3/2017	CR-020603	Doc: 20170503-1 05/03/17 WAYS TO WORK			50.00		4,215.62-	
05	5/3/2017	CR-020603	Doc: 20170503-2 05/03/17 WAYS TO WORK			250.00		4,465.62-	
05	5/3/2017	CR-020603	Doc: 20170503-3 05/03/17 WAYS TO WORK APP. FEE			25.00		4,490.62-	
05	5/17/2017	CR-020601	Doc: 20170517-5 05/17/17 WTW HOLLY ZIMMERMAN			1,851.34		(6,341.96)	
05	5/18/2017	CR-020662	Doc: EFT 5/18 05/18/17 WAYS TO WORK			250.00		(6,591.96)	









Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
2410-21			ATTORNEY FEES: WTW	-					
				-	-	-	0.00	0.00	-
2410-21			ATTORNEY FEES: WTW	1,117.80				1,117.80	
				1,117.80	-	-	0.00	1,117.80	-
2430-21			AUDITING/ACCOUNT FEES: WTW	21.36					
05	5/31/2017	AJ-084653	AUDITING/ACCT FEES ALLOC		5.34			26.70	
				21.36	5.34	-	5.34	26.70	-
2490-21			OTHER PURCHASE OF SERVICE: WTW	115.78					
05	5/31/2017	AJ-084664	PURCHASE OF SERVICE ALLOC		8.53			124.31	
05	5/31/2017	AP-004967	CORELOGIC CREDCO, LLC /IN: 10187546		19.80			144.11	
				115.78	28.33	-	28.33	144.11	-
2491-21			Interdepartmental: WTW	13.52					
05	5/31/2017	RJ-003776	EXPENS/INTEROFFICE DELIVERY		3.38			16.90	
				13.52	3.38	-	3.38	16.90	-
2510-21			OFFICE SUPPLIES: WTW	10.26					
05	5/31/2017	AJ-084679	LAKIN CAMPUS OFFICE SUPPLIES		2.48			12.74	
				10.26	2.48	-	2.48	12.74	-
2520-21			BUILDING & GROUND SUPPLIES: WTW	14.73					
05	5/31/2017	AJ-084691	BUILDING SUPPLIES - LAKIN CAMPUS		5.38			20.11	
05	5/31/2017	AJ-084696	BUILDING & GROUND SUPPLIES		0.48			20.59	
				14.73	5.86	-	5.86	20.59	-
2550-21			FOOD: WTW	7.89					
05		42886 AJ-084703	LAKIN - FOOD		3.08			10.97	
05	5/31/2017	MC-004001	AMERICAN NATIONAL BANK VISA 061119		48.60			59.57	
				7.89	51.68	-	51.68	59.57	-
2600-21			TELEPHONE: WTW	69.03					
05	5/31/2017	AJ-084716	ALLOCATION TELEPHONE LAKIN		9.28			78.31	
05	5/31/2017	AJ-084721	TELEPHONE		8.07			86.38	
				69.03	17.35	-	17.35	86.38	-
2700-21			POSTAGE & SHIPPING: WTW	23.21					
05	5/31/2017	AJ-084728	POSTAGE - LAKIN CAMPUS			0.77		22.44	
05	5/31/2017	AJ-084733	POSTAGE ALLOCATION		2.10			24.54	
05	5/31/2017	JE-003931	POSTAGE - MAY		4.90			29.44	
				23.21	7.00	0.77	6.23	29.44	-
2830-21			UTILITIES: WTW	72.02					
05	5/31/2017	AJ-084746	UTILITIES ALLOCATION		12.61			84.63	
				72.02	12.61	-	12.61	84.63	-
2840-21			CARE OF BUILDINGS & GROUNDS: WTW	115.39					
05	5/31/2017	AJ-084756	ALLOCATION OF CARE OF BUILDING AND GROUNDS LAKIN		13.82			129.21	



Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
05		42886 AJ-084761	ALLOCATION - CARE OF BUILDING AND GROUNDS		4.08			133.29	
				115.39	17.90	-	17.90	133.29	-
2841-21			Inter - Blds and Grn: WTW	-					
				-	-	-	0.00	0.00	-
2850-21			EQUIPMENT REPAIR & MAINTENANCE: WTW	33.00					
05	5/31/2017	AJ-084774	EQUIPMENT REPAIR LAKIN CAMPUS		3.74			36.74	
05	5/31/2017	AP-004969	BISHOP BUSINESS EQUIPMENT CO /IN: MAY 2017		3.92			40.66	
				33.00	7.66	-	7.66	40.66	-
2880-21			PROPERTY INS/TAXES: WTW	72.16					
05	5/31/2017	AJ-084793	PROP INS/TAXES ALLOCATION		18.17			90.33	
				72.16	18.17	-	18.17	90.33	-
3100-21			PRINTING & PUB: WTW	40.19					
05	5/31/2017	AJ-084805	PRINTING & PUBLICATION ALLOCATION		9.24			49.43	
				40.19	9.24	-	9.24	49.43	-
3210-21			MILEAGE/EXPENSE: WTW	406.33					
								406.33	
				406.33	-	-	0.00	406.33	-
3220-21			OUT OF TOWN TRAVEL: WTW	54.15					
								54.15	
				54.15	-	-	0.00	54.15	-
3250-21			AGENCY VEHICLE OPERATE COSTS : WTW	-					
				-	-	-	0.00	0.00	-
3280-21			AUTOMOBILE INSURANCE: WTW	68.57					
05	5/31/2017	AJ-084815	AUTO INS ALLOCATION		17.26			85.83	
				68.57	17.26	-	17.26	85.83	-
3300-21			CONFERENCE/CONVENTION/TRIPS: WTW	-					
				-	-	-	0.00	0.00	-
3500-21			SPECIFIC ASSISTANCE INDIVIDUAL: WTW	-					
				-	-	-	0.00	0.00	-
4100-21			ORGANIZATION DUES: WTW	-					
				-	-	-	0.00	0.00	-
4300-21			EQUIPMENT/FIXED ASSETS: WTW	82.72					
05	5/31/2017	AJ-084833	EQUIPMENT FIXED ASSETS		20.68			103.40	
				82.72	20.68	-	20.68	103.40	-









CoreLogic Credco LLC  
 10277 Scripps Ranch Blvd.  
 San Diego , California 92131  
 www.CredcoServices.com



STATEMENT FOR :

JENNY SCHULTE  
 HEARTLAND FAMILY SERVICES  
 2101 S. 42ND STREET  
 OMAHA, NE 68105

Prog. Serv. \_\_\_\_\_  
 Amt. 19.80  
 Cler. lan  
 Appr. \_\_\_\_\_  
 Acct. No. 2490-21

MAY

For questions regarding this statement, please e-mail us at credco.billing@corelogic.com, call (800) 294-5566 or fax to (800) 998-4747.

Account Number	Statement Number	Statement Date	Service Period
4255199	10187546	06/01/17	05/01/17 - 05/31/17

Balance Forward Previous Month	\$49.50
Adjustments	\$0.00
Payments	(\$49.50)
Current Charges	\$19.24
Third Party Fees	\$0.00
Surcharges	\$0.56
Sales Tax	\$0.00
Total Due by 06/25/17	\$19.80

PAID

AGED BALANCE SUMMARY

Current	30 Days	60 Days	90 Days	120+ Days	Total
\$19.80	\$0.00	\$0.00	\$0.00	\$0.00	\$19.80

Account Num : 4255199  
Statement Num : 10187546

**TRANSACTIONS**

Name	Time Stamp	Reference Num	Product / Access Type	Type	Bureaus	Charge	Tax	Total *
BillFlag - Notes								
FOSTER, MICHAEL 2017-05-01T09:27:50.147-07:00	05/01/17	112027781940000	INSTANT MERGE/ORIGINAL	IND	EFX,XPB	\$9.90	\$0.00	\$9.90 /
SMITH, MICHELLE 2017-05-25T08:53:44.793-07:00	05/25/17	112060257400000	INSTANT MERGE/ORIGINAL	IND	EFX,XPB	\$9.90	\$0.00	\$9.90 /

**GRAND TOTALS**

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Totals :	\$19.80	\$0.00	\$19.80
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\* Surcharge included in price.  
† Includes secondary use charges.

## Karla McKay

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**From:** Lisa Picker  
**Sent:** Sunday, June 04, 2017 6:16 AM  
**To:** Karla McKay  
**Subject:** Re: Corelogic Credco invoice 10187546

Hi Karla.

Invoice is okay to pay.

Thanks  
Lisa

Sent from my iPhone

On Jun 2, 2017, at 9:16 AM, Karla McKay <[kmckay@heartlandfamilyservice.org](mailto:kmckay@heartlandfamilyservice.org)> wrote:

Hi Lisa,

For approval please.

Karla McKay  
Accounts Payable Clerk  
Heartland Family Service  
402.552.7452  
402.553.3133 fax  
[kmckay@heartlandfamilyservice.org](mailto:kmckay@heartlandfamilyservice.org)

<HFS 4255199 May 17.pdf>

CoreLogic Credco LLC  
 10277 Scripps Ranch Blvd.  
 San Diego, California 92131  
 www.CredcoServices.com



CoreLogic  
 Credco

STATEMENT FOR :

JENNY SCHULTE  
 HEARTLAND FAMILY SERVICES  
 2101 S. 42ND STREET  
 OMAHA, NE 68105

OSTE

Prog. Serv. \_\_\_\_\_  
 Amt. 19.80  
 Cler. lsm  
 Appr. \_\_\_\_\_  
 Acct. No. 2490-21

*Apr.*

For questions regarding this statement, please e-mail us at credco.billing@corelogic.com, call (800) 294-5566 or fax to (800) 998-4747.

Account Number	Statement Number	Statement Date	Service Period
4255199	10124860	04/04/17	03/01/17 - 03/31/17

Balance Forward Previous Month	\$0.00
Adjustments	\$0.00
Payments	\$0.00
Current Charges	\$0.00
Third Party Fees	\$19.24
Surcharges	\$0.00
Sales Tax	\$0.56
Total Due by 04/25/17	\$0.00
	\$19.80

AGED BALANCE SUMMARY

Current	30 Days	60 Days	90 Days	120+ Days	Total
\$19.80	\$0.00	\$0.00	\$0.00	\$0.00	\$19.80

Remittance Portion - To ensure proper credit, please enclose this portion with your remittance.

**Summary Of Usage**

	0-Bureau	1-Bureau	2-Bureau	3-Bureau	Total
IND	0	0	2	0	2
IND ID SCORE ORIG	2	0	0	0	2
IND PS OFAC ORIG	2	0	0	0	2
SCOREDISCLOSURE	0	0	2	0	2
<b>Totals :</b>	4	0	4	0	8

Account Num : 4255199

Statement Num : 10124860

**TRANSACTIONS**

Name	Time Stamp	Reference Num	Product / Access Type	Type	Bureaus	Charge	Tax	Total *
<b>BillFlag - Notes</b>								
JORDAN, PRINCESS 2017-03-03T11:20:43.135-07:00	03/03/17	111955714140000	INSTANT MERGE/ORIGINAL	IND	EFX,XPN	\$9.90	\$0.00	\$9.90 /
HOSFORD, WENDY 2017-03-22T08:58:56.939-07:00	03/22/17	111979575300000	INSTANT MERGE/ORIGINAL	IND	EFX,XPN	\$9.90	\$0.00	\$9.90 /

**GRAND TOTALS**

<b>Totals :</b>	<b>\$19.80</b>	<b>\$0.00</b>	<b>\$19.80</b>
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\* Surcharge included in price.

† Includes secondary use charges

## Karla McKay

---

**From:** Lisa Picker  
**Sent:** Monday, April 10, 2017 2:08 PM  
**To:** Karla McKay  
**Subject:** FW: CoreLogic Credco invoice Mar 2017  
**Attachments:** HFS 4255199 Mar 17.pdf

Okay to pay 😊

Thanks Karla

Lisa

---

**From:** Karla McKay  
**Sent:** Monday, April 10, 2017 2:03 PM  
**To:** Lisa Picker  
**Subject:** CoreLogic Credco invoice Mar 2017

Hi Lisa,

Please see the attached invoice for your approval.

Thanks,

Karla McKay  
Accounts Payable Clerk  
Heartland Family Service  
402-552-7452  
[kmckay@heartlandfamilyservice.org](mailto:kmckay@heartlandfamilyservice.org)

**MAPA JARC GRANT BILLING DOCUMENT**

PART IV - Project Budget Worksheet

Project Name: \_\_HEARTLAND FAMILY SERVICE - WAYS TO WORK\_\_

Contact Name: \_\_Joanie Poore, VP\_\_\_\_\_

BUDGET DETAIL	TOTAL JARC BUDGET (ORIGINAL)	6/1/2017 - 6/30/2017		TOTAL COST MONTH	Program to Date	
		JARC	LOCAL MATCH		JARC	LOCAL MATCH
<b>A. OPERATING EXPENSES<sup>1</sup></b>						
1. Salaries and Benefits	30,720	\$ 2,455.21	\$ 2,209.66	\$ 4,664.87	\$ 14,600.44	\$ 13,257.96
2. Atty, Audit, Acct, POS	2,200	\$ -	\$ 219.47	\$ 219.47	\$ -	\$ 1,524.98
3. Office and Meeting Supplies	400	\$ 0.88	\$ 0.88	\$ 1.75	\$ 37.03	\$ 37.03
4. Phone & Internet	400	\$ 8.87	\$ 8.87	\$ 17.74	\$ 52.06	\$ 52.06
5. Postage & Shipping	220	\$ 1.05	\$ 1.05	\$ 2.10	\$ 16.61	\$ 16.61
6. Building and Occupancy	1,240	\$ 32.71	\$ 32.71	\$ 65.41	\$ 197.13	\$ 197.13
7. Equipment & Equip rep/rent	800	\$ 13.39	\$ 13.39	\$ 26.78	\$ 85.42	\$ 85.42
8. Advertising, Printing and Pubs	840	\$ 4.44	\$ 4.44	\$ 8.88	\$ 29.16	\$ 29.16
9. Mileage, travel, conf, auto ins.	320	\$ 8.63	\$ 8.63	\$ 17.26	\$ 281.79	\$ 281.79
10. Borrower Incentives	-			\$ -	\$ -	\$ -
11. Org Dues & Misc	128		\$ -	\$ -	\$ -	\$ -
12. Administrative Costs	6,732	\$ -	\$ 503.81	\$ 503.81	\$ -	\$ 3,136.75
<b>Subtotal - Operating Expenses</b>	<b>\$ 44,000</b>	<b>\$ 2,525.17</b>	<b>\$ 3,002.90</b>	<b>\$ 5,528.07</b>	<b>\$ 15,299.63</b>	<b>\$ 18,618.88</b>











Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
2410-21			ATTORNEY FEES: WTW	-					
				-	-	-	0.00	0.00	-
2410-21			ATTORNEY FEES: WTW	1,117.80				1,117.80	
				1,117.80	-	-	0.00	1,117.80	-
2430-21			AUDITING/ACCOUNT FEES: WTW	26.70					
06	6/30/2017	AJ-085430	AUDITING/ACCT FEES ALLOC		5.34			32.04	
				26.70	5.34	-	5.34	32.04	-
2490-21			OTHER PURCHASE OF SERVICE: WTW	144.11					
06	6/8/2017	AP-004970	CHARLES E. LAKIN CAMPUS /IN: JUN2017		200.00			344.11	
06	6/30/2017	AJ-085441	PURCHASE OF SERVICE ALLOC		10.75			354.86	
				144.11	210.75	-	210.75	354.86	-
2491-21			Interdepartmental: WTW	16.90					
06	6/30/2017	RJ-003790	EXPENS/INTEROFFICE DELIVERY		3.38			20.28	
				16.90	3.38	-	3.38	20.28	-
2510-21			OFFICE SUPPLIES: WTW	12.74					
				12.74	-	-	0.00	12.74	-
2520-21			BUILDING & GROUND SUPPLIES: WTW	20.59					
06	6/30/2017	AJ-085468	BUILDING SUPPLIES - LAKIN CAMPUS		0.73			21.32	
06	6/30/2017	AJ-085473	BUILDING & GROUND SUPPLIES		0.16			21.48	
				20.59	0.89	-	0.89	21.48	-
2550-21			FOOD: WTW	59.57					
06		42916 AJ-085480	LAKIN - FOOD		1.75			61.32	
				59.57	1.75	-	1.75	61.32	-
2600-21			TELEPHONE: WTW	86.38					
06	6/30/2017	AJ-085493	ALLOCATION TELEPHONE LAKIN		9.28			95.66	
06	6/30/2017	AJ-085498	TELEPHONE		8.46			104.12	
				86.38	17.74	-	17.74	104.12	-
2700-21			POSTAGE & SHIPPING: WTW	29.44					
06	6/30/2017	AJ-085510	POSTAGE ALLOCATION		2.10			31.54	
				29.44	2.10	-	2.10	31.54	-
2830-21			UTILITIES: WTW	84.63					
06	6/30/2017	AJ-085523	UTILITIES ALLOCATION		18.28			102.91	
				84.63	18.28	-	18.28	102.91	-
2840-21			CARE OF BUILDINGS & GROUNDS: WTW	133.29					
06	6/30/2017	AJ-085533	ALLOCATION OF CARE OF BUILDING AND GROUNDS LAKIN		24.56			157.85	



Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
06	42916	AJ-085538	ALLOCATION - CARE OF BUILDING AND GROUNDS		4.08			161.93	
				133.29	28.64	-	28.64	161.93	-
2841-21			Inter - Bids and Grn: WTW	-					
				-	-	-	0.00	0.00	-
2850-21			EQUIPMENT REPAIR & MAINTENANCE: WTW	40.66					
06	6/30/2017	AJ-085551	EQUIPMENT REPAIR LAKIN CAMPUS		3.74			44.40	
06	6/30/2017	AP-005003	BISHOP BUSINESS EQUIPMENT CO /IN: JUNE-2017		2.36			46.76	
				40.66	6.10	-	6.10	46.76	-
2880-21			PROPERTY INS/TAXES: WTW	90.33					
06	6/30/2017	AJ-085570	PROP INS/TAXES ALLOCATION		17.60			107.93	
				90.33	17.60	-	17.60	107.93	-
3100-21			PRINTING & PUB.: WTW	49.43					
06	6/30/2017	AJ-085582	PRINTING & PUBLICATION ALLOCATION		8.88			58.31	
				49.43	8.88	-	8.88	58.31	-
3210-21			MILEAGE/EXPENSE: WTW	406.33					
				406.33	-	-	0.00	406.33	-
3220-21			OUT OF TOWN TRAVEL: WTW	54.15					
				54.15	-	-	0.00	54.15	-
3250-21			AGENCY VEHICLE OPERATE.COSTS : WTW	-					
				-	-	-	0.00	0.00	-
3280-21			AUTOMOBILE INSURANCE: WTW	85.83					
06	6/30/2017	AJ-085592	AUTO INS ALLOCATION		17.26			103.09	
				85.83	17.26	-	17.26	103.09	-
3300-21			CONFERENCE/CONVENTION/TRIPS: WTW	-					
				-	-	-	0.00	0.00	-
3500-21			SPECIFIC ASSISTANCE INDIVIDUAL: WTW	-					
				-	-	-	0.00	0.00	-
4100-21			ORGANIZATION DUES: WTW	-					
				-	-	-	0.00	0.00	-
4300-21			EQUIPMENT/FIXED ASSETS: WTW	103.40					
06	6/30/2017	AJ-085610	EQUIPMENT FIXED ASSETS		20.68			124.08	
				103.40	20.68	-	20.68	124.08	-



Account Number/Description

Period	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
4900-21			MISCELLANEOUS: WTW	14,887.28				14,887.28	
				14,887.28			0.00	14,887.28	
				0.00	3,263.84	3,263.84	0.00	0.00	2,455.21
			Calculation of Admin costs (=17.9% of expenses excluding Loan Guarantee Fu	503.81					
			Expenses inc Admin Costs						2,455.21
									2,455.21

Check



Not included  
in \$22K of  
funding

Atty, Legal, Audit, Acct, POS, Interdept	Office & Mtg Supplies	Phone & Internet	Postage & shipping	Building & Occupancy (Utilities, care of bldg/grnds, bldg/grnd supp, prop ins)	Equip & Equip rent/repair	Advertising, Prntg, Pubs	Mileage, travel, conf, agency vehicle, auto ins	Borrower Incentives	Org Dues & Misc	Admin @ 17.9%	Loan Guarantee Funds (Misc)	Total
									-		-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
											-	-
219.47	1.75	17.74	2.10	65.41	26.78	8.88	17.26	-	-	-	(250.00)	2,564.60
										503.81		503.81
219.47	1.75	17.74	2.10	65.41	26.78	8.88	17.26	-	-	503.81	(250.00)	3,068.41
219.47	1.75	17.74	2.10	65.41	26.78	8.88	17.26	-	-	503.81	(250.00)	3,068.41

NOTE: Reduce Loan Guarantees by Funds received after default

**MAPA JARC GRANT BILLING DOCUMENT**

PART IV - Project Budget Worksheet

Project Name: \_\_HEARTLAND FAMILY SERVICE - WAYS TO WORK\_\_

Contact Name: \_\_Joanie Poore, VP\_\_\_\_\_

BUDGET DETAIL	TOTAL JARC BUDGET (ORIGINAL)	7/1/2017 - 7/31/2017		TOTAL COST MONTH	Program to Date	
		JARC	LOCAL MATCH		JARC	LOCAL MATCH
<b>A. OPERATING EXPENSES<sup>1</sup></b>						
1. Salaries and Benefits	30,720	\$ 2,501.99	\$ 2,253.62	\$ 4,755.61	\$ 17,102.43	\$ 15,511.58
2. Atty, Audit, Acct, POS	2,200	\$ -	\$ 33.37	\$ 33.37	\$ -	\$ 1,558.35
3. Office and Meeting Supplies	400	\$ 0.32	\$ 0.32	\$ 0.63	\$ 37.35	\$ 37.35
4. Phone & Internet	400	\$ 4.53	\$ 4.53	\$ 9.06	\$ 56.59	\$ 56.59
5. Postage & Shipping	220	\$ 3.72	\$ 3.72	\$ 7.43	\$ 20.33	\$ 20.33
6. Building and Occupancy	1,240	\$ 13.93	\$ 13.93	\$ 27.85	\$ 211.05	\$ 211.05
7. Equipment & Equip rep/rent	800	\$ 10.41	\$ 10.41	\$ 20.82	\$ 95.83	\$ 95.83
8. Advertising, Printing and Pubs	840	\$ 4.15	\$ 4.15	\$ 8.30	\$ 33.31	\$ 33.31
9. Mileage, travel, conf, auto ins.	320	\$ 120.95	\$ 120.95	\$ 241.89	\$ 402.73	\$ 402.73
10. Borrower Incentives	-			\$ -	\$ -	\$ -
11. Org Dues & Misc	128		\$ -	\$ -	\$ -	\$ -
12. Administrative Costs	6,732	\$ -	\$ 510.39	\$ 510.39	\$ -	\$ 3,647.14
<b>Subtotal - Operating Expenses</b>	<b>\$ 44,000</b>	<b>\$ 2,659.98</b>	<b>\$ 2,955.37</b>	<b>\$ 5,615.35</b>	<b>\$ 17,959.61</b>	<b>\$ 21,574.25</b>

General Ledger Detail Report  
HEARTLAND FAMILY SERVICE (002)  
DEPARTMENT 21 - WAYS TO WORK  
Detail Postings for Period 07 for July 01-July 31, 2017  
Account Number/Description

Perio d	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
1010-21			INCOME FROM SERVICES	(180.00)				(180.00)	
				(180.00)	-	-	-	(180.00)	
1111-21			CONTRIBUTIONS RESTRICTED: WTW	(16,587.45)					
07	7/31/2017	AJ-086146	CONTRIBUTIONS RESTRICTED ALLOCATION			9.22		(16,596.67)	
07	7/31/2017	JE-004098	WTW CLOSING ENTRY			970.04		(17,566.71)	
				(16,587.45)	-	979.26	(979.26)	(17,566.71)	
1334-21			Service Fees - Ways to Work	-					
07		42947 CR-021395	Doc: CO 7/31 07/31/17			25.00		(25.00)	
				-	-	25.00	(25.00)	(25.00)	
1700-21			MISCELLANEOUS: WTW	(0.29)					
07	7/31/2017	AJ-086155	MISC INCOME - L CODE			0.01		(0.30)	
				(0.29)	-	0.01	(0.01)	(0.30)	
1701-21			MISCELLANEOUS:WTW COLLECTIONS ON DEFAULTED LOANS	(6,841.96)					
07	7/5/2017	CR-021400	Doc: CR 7/5 07/05/17 NICOLETTE OLIVER			150.00		(6,991.96)	
07	7/11/2017	CR-021390	Doc: 20170711-9 07/11/17 WAYS TO WORK			50.00		(7,041.96)	
				(6,841.96)	-	200.00	(200.00)	(7,041.96)	
1750-21			SPECIAL EVENTS: WTW	-					
				-	-	-	-	-	
1900-21			UNITED WAY ALLOCAT: WTW	(12,499.98)					
07		42947 AR-000427	UNITED WAY			2,083.33		(14,583.31)	
				(12,499.98)	-	2,083.33	(2,083.33)	(14,583.31)	
1999-21			INDIRECT REV (EXP):OPEN	3,700.29					
07	7/31/2017	JE-004098	WTW INDIRECT CLOSING ENTRY		436.26			4,136.55	
				3,700.29	436.26	-	436.26	4,136.55	
2100-21			SALARIES: DIS. FAM.	12,801.06					
07	7/31/2017	AJ-086171	SALARIES GRANT MANAGERS		25.78			12,826.84	25.78
07	7/31/2017	AJ-086389	ALLOCATION OF SALARY - LAKIN		0.79			12,827.63	0.79
07	7/31/2017	PR-000372	SALARIES		2,172.70			15,000.33	2,172.70
				12,801.06	2,199.27	-	2,199.27	15,000.33	2,199.27
2210-21			GROUP HEALTH INSURANCE: WTW	74.47					
07	7/31/2017	PR-000372	HEALTH INS		12.62			87.09	12.62
				74.47	12.62	-	12.62	87.09	12.62
2220-21			RETIREMENT PLAN: WTW	395.29					
07	7/31/2017	PR-000372	RETIREMENT		67.08			462.37	67.08
				395.29	67.08	-	67.08	462.37	67.08
2290-21			OTHER BENEFITS/DIS.: WTW	50.49					
07	7/31/2017	PR-000372	LONG TERM DISABILITY		8.66			59.15	8.66
				50.49	8.66	-	8.66	59.15	8.66
2300-21			PAYROLL TAXES: WTW	1,279.13					
07	7/31/2017	AJ-086190	PR TAXES PROF LIAB		36.38			1,315.51	36.38
07	7/31/2017	AJ-086408	ALLOCATION OF TAXES - LAKIN		0.30			1,315.81	0.30
07	7/31/2017	PR-000372	PAYROLL TAXES		166.22			1,482.03	166.22
07	7/31/2017	PR-000372	STATE UNEMPLOYMENT		11.46			1,493.49	11.46
				1,279.13	214.36	-	214.36	1,493.49	214.36
2410-21			ATTORNEY FEES: WTW	1,117.80					
								1,117.80	



Account Number/Description

Perio d	Date	Journal	Comments	Beginning Balance	Debit	Credit	Net Change	Ending Balance	Salaries & Benefits
				1,117.80	-	-	-	1,117.80	-
2430-21			AUDITING/ACCOUNT FEES: WTW	32.04					
07	7/31/2017	AJ-086202	AUDITING/ACCT FEES ALLOC		4.96			37.00	
				32.04	4.96	-	4.96	37.00	-
2490-21			OTHER PURCHASE OF SERVICE: WTW	354.86					
07	7/31/2017	AJ-086212	PURCHASE OF SERVICE ALLOC		10.00			364.86	
07	7/31/2017	AP-005033	CORELOGIC CREDCO, LLC /IN: 10249384		19.80			384.66	
				354.86	29.80	-	29.80	384.66	-
2491-21			Interdepartmental: WTW	20.28					
07	7/31/2017	AJ-086220	Interdepartmental:Universal			1.39		18.89	
				20.28	-	1.39	(1.39)	18.89	-
2510-21			OFFICE SUPPLIES: WTW	12.74					
07	7/31/2017	AJ-086226	LAKIN CAMPUS OFFICE SUPPLIES		0.41			13.15	
				12.74	0.41	-	0.41	13.15	-
2520-21			BUILDING & GROUND SUPPLIES: WTW	21.48					
07	7/31/2017	AJ-086238	BUILDING SUPPLIES - LAKIN CAMPUS		0.92			22.40	
07	7/31/2017	AJ-086243	BUILDING & GROUND SUPPLIES		0.23			22.63	
				21.48	1.15	-	1.15	22.63	-
2550-21			FOOD: WTW	61.32					
07		42947 AJ-086250	LAKIN - FOOD		0.22			61.54	
				61.32	0.22	-	0.22	61.54	-
2600-21			TELEPHONE: WTW	104.12					
07	7/31/2017	AJ-086262	ALLOCATION TELEPHONE LAKIN		1.67			105.79	
07	7/31/2017	AJ-086267	TELEPHONE		7.39			113.18	
				104.12	9.06	-	9.06	113.18	-
2700-21			POSTAGE & SHIPPING: WTW	31.54					
07	7/31/2017	AJ-086274	POSTAGE - LAKIN CAMPUS		0.09			31.63	
07	7/31/2017	AJ-086279	POSTAGE ALLOCATION		1.95			33.58	
07	7/31/2017	JE-004056	POSTAGE - JUN		3.43			37.01	
07	7/31/2017	JE-004056	POSTAGE - JULY		1.96			38.97	
				31.54	7.43	-	7.43	38.97	-
2830-21			UTILITIES: WTW	102.91					
07	7/31/2017	AJ-086289	UTILITIES ALLOCATION		3.67			106.58	
				102.91	3.67	-	3.67	106.58	-
2840-21			CARE OF BUILDINGS & GROUNDS: WTW	161.93					
07	7/31/2017	AJ-086299	ALLOCATION OF CARE OF BUILDING AND GROUNDS LAKIN		2.90			164.83	
07		42947 AJ-086304	ALLOCATION - CARE OF BUILDING AND GROUNDS		3.79			168.62	
				161.93	6.69	-	6.69	168.62	-
2841-21			Inter - Blds and Grn: WTW	-					
				-	-	-	-	-	-
2850-21			EQUIPMENT REPAIR & MAINTENANCE: WTW	46.76					
07	7/31/2017	AJ-086317	EQUIPMENT REPAIR LAKIN CAMPUS		0.67			47.43	
07	7/31/2017	AP-005031	BISHOP BUSINESS EQUIPMENT CO./IN: JULY-2017		0.94			48.37	
				46.76	1.61	-	1.61	48.37	-
2880-21			PROPERTY INS/TAXES: WTW	107.93					
07	7/31/2017	AJ-086328	PROP INS/TAXES ALLOCATION		16.34			124.27	
				107.93	16.34	-	16.34	124.27	-
3100-21			PRINTING & PUB.: WTW	58.31					
07	7/31/2017	AJ-086339	PRINTING & PUBLICATION ALLOCATION		8.30			66.61	

Not included  
in \$22K of  
funding

Atty, Legal, Audit, Acct, POS, Interdept	Office & Mtg Supplies	Phone & Internet	Postage & shipping	Building & Occupancy (Utilities, care of bidg/grnds, bidg/grnd supp, prop ins)	Equip & Equip rent/repair	Advertising, Prntg, Pubs	Mileage, travel, conf, agency vehicle, auto ins	Borrower Incentives	Org Dues & Misc	Admin @ 17.9%	Loan Guarantee Funds (Misc)	Total
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
4.96	-	-	-	-	-	-	-	-	-	-	-	4.96
4.96	-	-	-	-	-	-	-	-	-	-	-	4.96
10.00	-	-	-	-	-	-	-	-	-	-	-	10.00
19.80	-	-	-	-	-	-	-	-	-	-	-	19.80
-	-	-	-	-	-	-	-	-	-	-	-	-
29.80	-	-	-	-	-	-	-	-	-	-	-	29.80
-	-	-	-	-	-	-	-	-	-	-	-	-
(1.39)	-	-	-	-	-	-	-	-	-	-	-	(1.39)
(1.39)	-	-	-	-	-	-	-	-	-	-	-	(1.39)
-	-	-	-	-	-	-	-	-	-	-	-	-
-	0.41	-	-	-	-	-	-	-	-	-	-	0.41
-	-	-	-	-	-	-	-	-	-	-	-	-
-	0.41	-	-	-	-	-	-	-	-	-	-	0.41
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	0.92	-	-	-	-	-	-	-	0.92
-	-	-	-	0.23	-	-	-	-	-	-	-	0.23
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	1.15	-	-	-	-	-	-	-	1.15
-	-	-	-	-	-	-	-	-	-	-	-	-
-	0.22	-	-	-	-	-	-	-	-	-	-	0.22
-	-	-	-	-	-	-	-	-	-	-	-	-
-	0.22	-	-	-	-	-	-	-	-	-	-	0.22
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	1.67	-	-	-	-	-	-	-	-	-	1.67
-	-	7.39	-	-	-	-	-	-	-	-	-	7.39
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	9.06	-	-	-	-	-	-	-	-	-	9.06
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	0.09	-	-	-	-	-	-	-	0.09
-	-	-	-	1.95	-	-	-	-	-	-	-	1.95
-	-	-	-	3.43	-	-	-	-	-	-	-	3.43
-	-	-	-	1.96	-	-	-	-	-	-	-	1.96
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	7.43	-	-	-	-	-	-	-	-	7.43
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	3.67	-	-	-	-	-	-	-	3.67
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	3.67	-	-	-	-	-	-	-	3.67
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	2.90	-	-	-	-	-	-	-	2.90
-	-	-	-	3.79	-	-	-	-	-	-	-	3.79
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	6.69	-	-	-	-	-	-	-	6.69
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	0.67	-	-	-	-	-	-	0.67
-	-	-	-	-	0.94	-	-	-	-	-	-	0.94
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	1.61	-	-	-	-	-	-	1.61
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	16.34	-	-	-	-	-	-	-	16.34
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	16.34	-	-	-	-	-	-	-	16.34
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	8.30	-	-	-	-	-	8.30



Not included in \$22K of funding

Atty, Legal, Audit, Acct, POS, Interdept	Office & Mtg Supplies	Phone & Internet	Postage & shipping	Building & Occupancy (Utilities, care of bldg/grnds, bldg/grnd supp, prop ins)	Equip & Equip rent/repair	Advertising, Prntg, Pubs	Mileage, travel, conf, agency vehicle, auto ins	Borrower Incentives	Org Dues & Misc	Admin @ 17.9%	Loan Guarantee Funds (Misc)	Total
-	-	-	-	-	-	8.30	-	-	-	-	-	8.30
-	-	-	-	-	-	-	224.69	-	-	-	-	224.69
-	-	-	-	-	-	-	224.69	-	-	-	-	224.69
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	17.20	-	-	-	-	17.20
-	-	-	-	-	-	-	17.20	-	-	-	-	17.20
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	19.21	-	-	-	-	-	-	19.21
-	-	-	-	-	19.21	-	-	-	-	-	-	19.21
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
33.37	0.63	9.06	7.43	27.85	20.82	8.30	241.89	-	-	-	(200.00)	2,651.34
-	-	-	-	-	-	-	-	-	-	510.39	-	510.39
33.37	0.63	9.06	7.43	27.85	20.82	8.30	241.89	-	-	510.39	(200.00)	3,161.73
33.37	0.63	9.06	7.43	27.85	20.82	8.30	241.89	-	-	510.39	(200.00)	3,161.73



8/31/2017

10279946

19.80

0.00

19.80



Check: 145229

9/7/2017

CORELOGIC CREDCO, LLC

19.80

THIS DOCUMENT CONTAINS SENSITIVE INFORMATION. IT IS PRINTED ON PAPER WITH MICROPRINTED BORDER.

145229



2101 S. 42ND ST.  
OMAHA, NE 68105  
402-553-3000  
A United Way Member Agency

AMERICAN NATIONAL BANK  
OMAHA, NEBRASKA 68114

NUMBER

27-85/1040

\*NINETEEN AND 80 / 100

DATE

AMOUNT

PAY TO THE ORDER OF

CORELOGIC CREDCO, LLC  
PO BOX 847070  
DALLAS, TX 75284-8470

9/7/2017

\*\*\*\*\*19.80\*

CORELOG

A SECOND SIGNATURE REQUIRED FOR CHECKS OVER 1,000 DOLLARS



THIS DOCUMENT CONTAINS SENSITIVE INFORMATION. IT IS PRINTED ON PAPER WITH MICROPRINTED BORDER.

⑈ 145229 ⑈ ⑆ 104000854 ⑆ 3285463 ⑈

FILE COPY

CoreLogic Credco LLC  
 10277 Scripps Ranch Blvd.  
 San Diego , California 92131  
 www.CredcoServices.com



POSTED

STATEMENT FOR :

JENNY SCHULTE  
 HEARTLAND FAMILY SERVICES  
 2101 S. 42ND STREET  
 OMAHA, NE 68105

Prog. Serv. \_\_\_\_\_  
 Amt. 19.80 Aug  
 Cler. lsm  
 Appr. \_\_\_\_\_  
 Acct. No. 2490-21

For questions regarding this statement, please e-mail us at credco billing@corelogic.com, call (800) 294-5566 or fax to (800) 998-4747.

Account Number	Statement Number	Statement Date	Service Period
4255199	10279946	09/01/17	08/01/17 - 08/31/17

Balance Forward Previous Month	\$19.80
Adjustments	\$0.00
Payments	(\$19.80)
Current Charges	\$19.24
Third Party Fees	\$0.00
Surcharges	\$0.56
Sales Tax	\$0.00
Total Due by 09/25/17	\$19.80

AGED BALANCE SUMMARY

Current	30 Days	60 Days	90 Days	120+ Days	Total
\$19.80	\$0.00	\$0.00	\$0.00	\$0.00	\$19.80

**Summary Of Usage**

	0-Bureau	1-Bureau	2-Bureau	3-Bureau	Total
IND	0	0	2	0	2
IND ID SCORE ORIG	2	0	0	0	2
IND PS OFAC ORIG	2	0	0	0	2
SCOREDISCLOSURE	0	0	2	0	2
<b>Totals :</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>8</b>

**ADJUSTMENTS**

Time Stamp	Reference Num	Notes	Type	Check #	Adjustment	Tax	Total
08/09/17			Payment	144599	(\$19.80)	\$0.00	(\$19.80)
				<b>Totals :</b>	<b>(\$19.80)</b>	<b>\$0.00</b>	<b>(\$19.80)</b>

## Karla McKay

---

**From:** Lisa Picker  
**Sent:** Tuesday, September 05, 2017 10:23 AM  
**To:** Karla McKay  
**Subject:** FW: CoreLogic Credco August 17 invoice  
**Attachments:** HFS 4255199 Aug 17.pdf

Good morning Karla

It is okay to pay the attached invoice.

Thanks  
Lisa

---

**From:** Karla McKay  
**Sent:** Tuesday, September 05, 2017 9:55 AM  
**To:** Lisa Picker  
**Subject:** CoreLogic Credco August 17 invoice

Hi Lisa,

Please see attached invoice for approval. Statement # 10279946



**Karla McKay**  
Accounts Payable Clerk, [HeartlandFamilyService.org](http://HeartlandFamilyService.org)

Office 402-552-7452 | 402-553-3133 Fax

**Central Office**  
2101 South 42nd Street | Omaha, NE 68105



# Subcontractor Payment Authorization

Contract Number: 17504400301  
Contract Party: Metro Transit Authority  
Contract Description: Automated Vehicle Location - Vettrans Grant  
Contract Approved by Board of Directors: April 27, 2017  
Contract Amount: \$881,250.00  
Match Amount: \$220,313.00  
Contract Period: April 1, 2017 - September 30, 2017

## Payment # 1

Billed to Date: \$ 143,658.09  
Less Previous Payments: \$ \_\_\_\_\_ -  
Amount Due: \$ 143,658.09

Payment Recommended By: \_\_\_\_\_  
Responsible Charge / MAPA Staff Member

\_\_\_\_\_  
Department Manager

\_\_\_\_\_  
MAPA Executive Director

Approved by MAPA Finance Committee: \_\_\_\_\_  
Date

\_\_\_\_\_  
MAPA Treasurer/Finance Committee Member



2222 CUMING ST  
 OMAHA, NE 68102  
 Phone 402-341-7560 Fax 402-342-0949  
 47-0542132



Invoice No. 033186

**INVOICE**

MAPA - NE 04-0006  
 2222 CUMING STREET  
 OMAHA, NE 68102

Date August 29, 2017  
 PO \_\_\_\_\_  
 Reference # \_\_\_\_\_  
 Customer # 20-20113

Qty	Description	Unit Price	TOTAL
0.00	2020113 - JOHNSON CONTROLS	0.00	143,658.09
0.00	2020113 - 80% FEDERAL INV	0.00	0.00
0.00	2020113 - #00040410210	0.00	0.00

**Payment Details**

Cash  
 Check  
 \_\_\_\_\_  
 \_\_\_\_\_

SubTotal 143,658.09

**TOTAL** 143,658.09

Office Use Only



**ORIGINAL INVOICE**

Direct Inquires To: JOHNSON CONTROLS, INC  
14238 HILLSDALE CIRCLE  
OMAHA, NE 68137

Federal ID#: 39-0380010

Phone:  
Fax:

Mail Check To: Johnson Controls  
PO Box 730068  
Dallas, TX 75373

Bill To: TRANSIT AUTHORITY OF THE CITY OF OMAHA METRO  
2222 CUMING ST  
OMAH, NE 68102

*COPY*

Project Name / Project Site / Tax Loc Omaha Metro Avigilon Equipment Purchase  NE6810200	Purchase Order / Date / Authorized By 77857 06/22/17 Curt Simon	JCI Project / CO 7N450231 000	JCI Project Manager LANE, SCOTT C
Period Covered 07/01/17 - 07/31/17	Application # 1	Invoice Number 00040410210	Invoice Date 07/25/17
			Terms NET 45

Original Contract Amount: \$179,572.61  
Approved Change Orders: \$0.00  
New Contract Amount: \$179,572.61  
  
Work Completed To Date: \$179,572.61  
Less Retention: \$0.00  
Total Less Retention: \$179,572.61  
Less Invoiced To Date: \$0.00

The Project Manager named above submits this application with knowledge, information, and belief that the work covered by this application for payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous applications for payment were issued and for which payments were received from the Owner and that current payment shown herein is now due.

**Total Amount Due This Invoice: \$179,572.61**

Item A	Work Description B	Scheduled Value C	Previous Application D	Work In Place E	Stored Material F	Total Complete and Stored G (D+E+F)	Percent H (G/C)	Balance To Finish I (C-G)	Retention J
1	84TB Servers	\$110,309.05	\$0.00	\$110,309.05	\$0.00	\$110,309.05	100%	\$0.00	\$0.00
2	48TB Server	\$16,424.08	\$0.00	\$16,424.08	\$0.00	\$16,424.08	100%	\$0.00	\$0.00
3	24TB Servers	\$23,293.80	\$0.00	\$23,293.80	\$0.00	\$23,293.80	100%	\$0.00	\$0.00
4	Video License	\$29,545.68	\$0.00	\$29,545.68	\$0.00	\$29,545.68	100%	\$0.00	\$0.00
<b>Totals</b>		\$179,572.61	\$0.00	\$179,572.61	\$0.00	\$179,572.61	100%	\$0.00	\$0.00

<b>APPROVED</b>			
GRANT	EXEC. <i>[Signature]</i>	DEPT. HD.	PR. <i>[Signature]</i>
P.O. NUMBER <i>77857</i>		TERMS	
ACCT.			
<i>113,005</i>		<i>179572.61</i>	
<i>NE-04-0006</i>			
<i>Spec: 05-17AVL</i>			
<i>11.42.07</i>			

**APPROVED**  
1 JUL 26 2017  
**PURCHASING**

Delivery No. 76143899  
Plan GI Date 07/14/2017

Customer: Johnson Controls

**SHIP FROM**

Avigilon Corporation  
Suite 100  
4001 East Plano Parkway  
PLANO TX 75074

**SHIP TO**

Johnson Controls  
14238 Hillsdale Cir  
OMAHA NE 68137  
USA

**ACTUAL GI DATE:**                      **SHIP VIA:** UPS GROUND                      **INCOTERMS:** FCA Plano

<b>PACKAGE 1:</b>	DEFAULT	<b>TRACKING#:</b>	1ZVY01800398817150	<b>WEIGHT:</b>	130.670 LB
<b>MATERIAL</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UOM</b>	<b>SN#</b>	
HD-NVR3-PRM-84TB-NA	HD NVR3 PRM 84TB NA 2U Rack Mnt WS2012R2	1	EA	3PR2KH2	
<b>PACKAGE 2:</b>	DEFAULT	<b>TRACKING#:</b>	1ZVY01800395311166	<b>WEIGHT:</b>	130.670 LB
<b>MATERIAL</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UOM</b>	<b>SN#</b>	
HD-NVR3-PRM-84TB-NA	HD NVR3 PRM 84TB NA 2U Rack Mnt WS2012R2	1	EA	23WQKH2	
<b>PACKAGE 3:</b>	DEFAULT	<b>TRACKING#:</b>	1ZVY01800396861776	<b>WEIGHT:</b>	130.670 LB
<b>MATERIAL</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UOM</b>	<b>SN#</b>	
HD-NVR3-PRM-84TB-NA	HD NVR3 PRM 84TB NA 2U Rack Mnt WS2012R2	1	EA	23VRKH2	
<b>PACKAGE 4:</b>	DEFAULT	<b>TRACKING#:</b>	1ZVY01800397424988	<b>WEIGHT:</b>	130.670 LB
<b>MATERIAL</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UOM</b>	<b>SN#</b>	
HD-NVR3-PRM-84TB-NA	HD NVR3 PRM 84TB NA 2U Rack Mnt WS2012R2	1	EA	23TQKH2	
<b>PACKAGE 5:</b>	DEFAULT	<b>TRACKING#:</b>	1ZVY01800397916796	<b>WEIGHT:</b>	130.670 LB
<b>MATERIAL</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UOM</b>	<b>SN#</b>	
HD-NVR3-PRM-84TB-NA	HD NVR3 PRM 84TB NA 2U Rack Mnt WS2012R2	1	EA	3PS3KH2	
<b>PACKAGE 6:</b>	DEFAULT	<b>TRACKING#:</b>	1ZVY01800399813205	<b>WEIGHT:</b>	99.834 LB
<b>MATERIAL</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UOM</b>	<b>SN#</b>	
HD-NVR3-STD-24TB-	HD NVR3 STD 24TB NA 2U Rack Mnt WESTE	1	EA	19PPJH2	



Delivery No. 76143899  
Plan GI Date 07/14/2017

**Customer:** Johnson Controls

**SHIP FROM**  
Avigilon Corporation  
Suite 100  
4001 East Plano Parkway  
PLANO TX 75074

**SHIP TO**  
Johnson Controls  
14238 Hillside Cir  
OMAHA NE 68137  
USA

**ACTUAL GI DATE:**                      **SHIP VIA:** UPS GROUND                      **INCOTERMS:** FCA Plano

**PACKAGE 6:**    DEFAULT                      **TRACKING#:**    1ZVY01800399813205                      **WEIGHT:**    99.834 LB

MATERIAL	DESCRIPTION	QTY	UOM	SN#
NA				

**PACKAGE 7:**    DEFAULT                      **TRACKING#:**    1ZVY01800399750210                      **WEIGHT:**    99.834 LB

MATERIAL	DESCRIPTION	QTY	UOM	SN#
HD-NVR3-STD-24TB-NA	HD NVR3 STD 24TB NA 2U Rack Mnt WES7E	1	EA	19NWJH2

Avigilon Equipment:

- 1) 84TB SERVERS (5) HD-NVR3-PRM-84TB-NA
- 2) 48TB SERVER (1) HD-NVR3-PRM-48TB-NA
- 3) 24TB SERVERS (2) HD-NVR3-PRM-24TB-NA
- 4) 24 CHAN. LIC. (6) 24C-ACC5-ENT

Delivered 7/25/17

Received by : \_\_\_\_\_



# Purchase Order

Metro  
2222 Cumming Street  
Omaha, NE 68102-4392  
(402) 341-7560

ORDER NUMBER
77857

TO:

JOHNSON CONTROLS  
14238 HILLSDALE CIR  
OMAHA, NE 68137

SHIP TO:

METRO  
2222 CUMMING ST  
OMAHA, NE 68102

DATE OF ORDER 6/22/2017		DATE RECEIVED			PO Account 113005-0000		BUYER KELLY BENESCH	
LOCATION	QUANTITY ORDERED	ITEM NUMBER	VENDOR ITEM	DESCRIPTION	ACCOUNT NUMBER	UNIT PRICE	EXTENDED PRICE	

1			EQUIPMENT	CAMERA, HARDWARE AND SOFTWARE (4)		244573.0000	244573.00
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**PO Total: 244573.00**

7-26-17  
Inv# 00210410210  
OK JR

- 179,572.00

65,001.00

COMMENTS: SPEC 05-17, GRANT NE-04-0006, TASK 11.42.07, REF 05-17 AVL AVIQUILON CAMERAS AND SOFTWARE, SUBJECT TO FED. CLAUSES FOR PROCUREMENT OF MATERIALS AND SUPPLIES. DELIVERY OF PRODUCT TO BE COORDINATED

AUTHORIZED SIGNATURE

PURCHASING AGENT

Date

6-22-17

I determine the price to be fair & reasonable based on at least one of the following: (Check one or more, as they apply)

- Found reasonable on recent purchase;  Obtained from current price list;  Obtained from current catalog;
- Commercial market sales price from advertisement;  Similar in related industry;  Personal knowledge of item procured;
- Regulated rate (utility);  other (attach document(s))

Project / Item Amount:  Less than \$3,000.00      Amount: \_\_\_\_\_



2222 CUMING STREET  
 OMAHA, NEBRASKA 68102  
 (402) 341-7560  
 REQUISITION FOR SUPPLIES

6/22/2017

DATE \_\_\_\_\_

P.O. # \_\_\_\_\_

JOHNSON CONTROLS, ATTN: MARK CLARKE, 14238 HILLSDALE CIR, OMAHA NE 68137

ORDER FROM \_\_\_\_\_

DAVID JAMESON

DELIVER TO \_\_\_\_\_

QUANTITY REQUIRED	DESCRIPTION	CHARGE TO
4	CAMERA, HARDWARE AND SOFTWARE FOR NOTC, BPTC, WRTC AND ADMIN BLDG	113.005
	Not to exceed, <b>\$244,573.00</b>	
SPEC -	05-17	
GRANT -	NE-04-0006	
TASK -	11.42.07	
TASK -		
	(Actual) (Estimated) Cost	
	This is not a Purchase Order / Tax Exempt # 05 - 1944819	
ORDERED BY	JEFFREY RUMERY	DBE ___ WBE ___ OTHER ___
APPROVED BY		

MAPA CD Reinvestment

September-17

	From American National Bank					NPAIT
	Option B			Option C		
	Guaranteed	Min	Max	Min	Max	
CD Amount	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	
Rate of Return	2.100%	0.750%	4.250%	0.500%	5.500%	2.145%
Annual Return	1,050.00	375.00	2,125.00	250.00	2,750.00	
5 Year return	5,250.00	1,875.00	10,625.00	1,250.00	13,750.00	
Potential 5yr Gain (loss) compared to guarantee of 2.1%		(3,375.00)	5,375.00	(4,000.00)	8,500.00	
Annual Gain (loss) compared to guarantee of 2.1%		(675.00)	1,075.00	(800.00)	1,700.00	
Maturity Restrictions						
At least 25% maturity of 2 years or less		55%				
At least 50% a maturity of 5 years of less		100%				

# 5 Year Income Plus<sup>SM</sup> CD

## Linked to Large Cap U.S. Equities

### Overview

The Income Plus<sup>SM</sup> CDs provide depositors with a minimum annual interest and the opportunity to receive additional, performance-based annual interest if the price of each and every underlying Reference Security on the applicable annual Interest Valuation Date is greater than or equal to its Initial Share Price. The Issuer will also pay the full Principal Amount if the CDs are held to maturity, subject to its credit risk and FDIC insurance limits. The Income Plus<sup>SM</sup> CDs described herein consist of four independent offerings.

### Preliminary Terms

Issuer	HSBC Bank USA, National Association
Principal Amount	\$1,000 for each CD
Minimum Denomination	\$1,000 and increments of \$1,000 thereafter
Trade Date	September 25, 2017
Pricing Date	September 25, 2017
Maturity Date	September 28, 2022
Term	5 years
Maturity Redemption Amount	The Principal Amount plus the final Interest Payment Amount
Interest Rate	As per the table above, the Interest Rate applicable for each annual Interest Payment Date for each offering of the CDs will be variable and will be equal to: (i) the applicable Minimum Interest Rate plus (ii) the applicable Performance-Based Interest Rate if the Performance Event occurs
Performance Event	A Performance Event occurs if the Valuation Share Price of each and every Reference Security on the applicable annual Interest Valuation Date is greater than or equal to its Initial Share Price
Reference Securities	<ul style="list-style-type: none"> <li>AT&amp;T Inc.</li> <li>Cisco Systems, Inc.</li> <li>Deere &amp; Company</li> <li>Pfizer Inc.</li> <li>Philip Morris International Inc.</li> </ul>
Estimated Initial Value	<ul style="list-style-type: none"> <li>between \$920.00 and \$960.00 per CD for CUSIP 40434YPA9</li> <li>between \$920.00 and \$960.00 per CD for CUSIP 40434YPB7</li> <li>between \$920.00 and \$960.00 per CD for CUSIP 40434YPC5</li> <li>between \$920.00 and \$960.00 per CD for CUSIP 40434YPD3</li> </ul>
Placement Fee	Up to 3.50% of the Principal Amount (or up to \$35.00 per CD)

### CD Offerings

Depositors can choose from among the offerings that best suit their investment objectives depending upon their preference for minimum income and an opportunity for potential enhanced income based upon the performance of the Reference Securities.

CD	Minimum and Performance-Based Interest Rate and APY		Potential Maximum Interest Rate	CUSIP <sup>2</sup>
	Minimum	Performance-Based		
A	1.00%	2.00%	3.00%	40434YPA9
B	0.75%	3.50%	4.25%	40434YPB7
C	0.50%	5.00%	5.50%	40434YPC5
D	0.25%	6.50%	6.75%	40434YPD3

<sup>1</sup> The Minimum Interest Rate is identical to the annual percentage yield ("APY"). However the actual APY on the CDs will not be determinable prior to maturity.

<sup>2</sup> The depositors must purchase each offering of the CDs individually, and by investing in one offering of the CDs, depositors will not obtain any rights in any other offerings of the CDs.

### Highlights

- **Potential for Enhanced Annual Income:** Depositors will receive an annual performance-based interest if the Valuation Share Price of each and every Reference Security on the applicable Interest Valuation Date is greater than or equal to its Initial Share Price.
- **Flexible Offerings:** Depositors may choose among the offerings of the CDs with different minimum annual interest and performance-based annual interest, as best fits their preference.
- **FDIC Insurance:** These deposits qualify for FDIC coverage of generally up to \$250,000 in aggregate for all deposits per institution for individual depositors and up to \$250,000 in aggregate for all deposits per institution held in certain retirement plans and accounts, including IRAs.
- **Large-Cap Companies:** As of August 31, 2017, each of the Reference Securities had a market capitalization greater than \$37 billion.



## The Reference Securities

Reference Issuer	Ticker Symbol	Industry	Market Capitalization (in billions) <sup>1</sup>	5-year Stock Price Return <sup>2</sup>
AT&T Inc.	T	Telecommunications	\$230	2%
Cisco Systems, Inc.	CSCO	Telecommunications	\$161	69%
Deere & Company	DE	Machinery-Diversified	\$37	54%
Pfizer Inc.	PFE	Pharmaceuticals	\$202	42%
Philip Morris International Inc.	PM	Agriculture	\$182	31%

Past performance does not necessarily indicate future performance.

<sup>1</sup> Market capitalization as of August 31, 2017.

<sup>2</sup> 5-year stock price return from August 31, 2012 to August 31, 2017, excluding dividends. Source: Bloomberg LP

## When Does a Performance Event Occur?

### Hypothetical Scenarios for an annual Interest Payment Date

Scenario 1, a Performance Event occurs: The Valuation Share Price of each Reference Security is greater than or equal to its Initial Share Price and the Performance-Based Interest Rate is realized.

Scenario 2, a Performance Event does not occur: The Valuation Share Price of one or more Reference Securities is less than its Initial Share Price and only the Minimum Interest Rate is realized.

**Scenario 1: All Up - Performance Coupon Paid**



**Scenario 2: At Least One Down - Minimum Coupon Paid**



### Interest Rate Calculation Minimum PLUS Performance

CD A: 1.00% + 2.00% = 3.00%  
 CD B: 0.75% + 3.50% = 4.25%  
 CD C: 0.50% + 5.00% = 5.50%  
 CD D: 0.25% + 6.50% = 6.75%

### Interest Rate Calculation Minimum ONLY

CD A: 1.00%  
 CD B: 0.75%  
 CD C: 0.50%  
 CD D: 0.25%

## Hypothetical Interest Rate Outcomes

	Number of Performance Events Over Investment Term					
	0 over 5 yrs	1 over 5 yrs	2 over 5 yrs	3 over 5 yrs	4 over 5 yrs	5 over 5 yrs
Average of Hypothetical Annual Interest Rates of CD A	1.00%	1.40%	1.80%	2.20%	2.60%	3.00%
Average of Hypothetical Annual Interest Rates of CD B	0.75%	1.45%	2.15%	2.85%	3.55%	4.25%
Average of Hypothetical Annual Interest Rates of CD C	0.50%	1.50%	2.50%	3.50%	4.50%	5.50%
Average of Hypothetical Annual Interest Rates of CD D	0.25%	1.55%	2.85%	4.15%	5.45%	6.75%

## Investor Considerations

- Principal Protection is subject to the CDs being held to maturity and any variable interest or return of principal beyond FDIC limits is subject to the credit risk of the issuer. There is risk of losing principal invested if the CD is redeemed prior to maturity.
- There may be no active secondary market for the CDs.
- Returns on the CDs may not necessarily reflect the full performance of the underlying equity basket.
- Depositors will not have any shareholder rights in any of the companies included in the underlying equity basket.
- Depositors' yield may be less than that of a standard debt security of comparable maturity.
- Market conditions and events affecting the Reference Securities may negatively impact the interest received by depositors.

HSBC Bank USA, National Association is a member of the HSBC Group (HSBC). The information presented herein is not an offer, or the solicitation of an offer, to buy or sell any of the CDs described herein. Any terms or conditions contained herein are indicative, can be changed at any time and are provided for discussion purposes only. This is intended as an outline only and does not purport to list or summarize all of the terms and conditions of a particular transaction, nor to identify or define all of the risks that would be associated with the purchase or sale of the CDs described herein. All information contained herein is qualified in its entirety by the information that would be contained in the final documentation for any transaction. The information contained herein should not be construed as investment advice or a recommendation to purchase the CDs or Reference Securities described herein. Prior to making an investment decision, potential investors should conduct such investigation and analysis regarding the CDs described herein as they deem appropriate and to the extent they deem necessary obtain independent advice from competent legal, financial, tax, accounting and other professionals. No member or employee of the HSBC Group accepts any fiduciary responsibility or liability for any consequences, financial or otherwise, arising from the implementation of this proposal. HSBC Bank USA, National Association, its affiliates and/or individuals associated therewith may have positions in the CDs (including derivatives thereof) referred to herein.



# TRAVEL AUTHORIZATION FORM

Person Traveling :	Greg Youell		
Dates of Travel:	October 17 & 18, 2017		
Departure Time:	6:00 AM	Return Time:	3:00 AM
Traveling to :	Kearney, NE		
Purpose:	NROC All Staff Retreat & Board Meeting		
Coding:	28000-01 16EDAA01 & 17NDED01 (16DUES01 if necessary)		
Block Rate Deadline:	Already Secured		
# Traveling:	4		

### Estimated Travel Expenses:

Registration	\$75.00	Transp. Fares	_____	Parking	_____
Flights	_____	Auto Rental	_____	Other	_____

MAPA Vehicle Miles	400	Personal Vehicle Miles	_____		
MAPA Vehicle Mileage	\$214.00	Personal Vehicle Mileage	\$0.00	Rate	\$0.535

Per Diem:	Start Day	Between Days	x	# of days	End Day
Day's Max.	\$38.25	_____		_____	\$38.25
Breakfast	\$11.00	_____	x	_____	_____
Lunch	\$12.00	_____	x	0	\$12.00
Dinner	_____	_____	x	0	_____
Incidental	\$5.00	_____	x	0	\$5.00
Meals & Incidental Total	\$28.00	\$0.00	x	0	\$17.00
Lodging	\$91.00	_____	x	0	_____
Taxes & Fees on Lodging	\$18.20	\$0.00	x	0	\$0.00

Deduction for Meals Provided at Conferences \_\_\_\_\_

Total Lodging	\$109.20	Total Meals and Incidentals	\$45.00
---------------	----------	-----------------------------	---------

Total Estimated Travel Expenses: **\$443.20**

Date Submitted: \_\_\_\_\_ by \_\_\_\_\_  
Employee Traveling

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
Department Director

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
Executive Director

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
Finance Committee Chair/Member (if amount is over \$1000)

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
Board of Directors Chair/Member (if amount is over \$2000)

\* See Notes on Page 2



- \* If travel is outside the MAPA five-county region Travel Authorizations are to be approved in advance.
- \* Attach meeting/conference information to this form prior to submission.
- \* Receipts and the Travel Reconciliation Form are to be submitted upon your return along with a copy of the approved Travel Authorization form. If you need reimbursed you will also need to fill out and include the Expense Reimbursement Form.
- \* Detailed meal receipts itemizing all food and drink must be obtained from vendor. A credit card receipt alone is not sufficient documentation.
- \* Seat upgrade fees are not an allowable expense and will be at your own expense.
- \* Meals provided at conferences need to be deducted from per diem table.
- \* Alcohol is not allowable and will be at your own expense.
- \* Tip Maximum is 20% of before tax subtotal.
- \* Lodging & Registration that exceed the discounted rate for block conference may be at your own expense if request was made after the deadline.
- \* Breakfast is allowable if you are required to leave before 6:30 AM or on overnight travel (stayed away previous night).
- \* Lunch is allowable on overnight travel, if you are required to leave before 11:00 AM or return after 2:00 PM.
- \* Dinner is allowable on overnight travel, if you are required to leave before 5:00 PM or return after 7:00 PM.
- \* Meals are not reimbursable if the employee eats within 20 miles of Omaha, unless during training or a business meeting is taking place during the meal.
- \* Personal Mileage is eligible for reimbursement if MAPA vehicles are not available. If a vehicle is not available for each trip, staff members are responsible to ensure that agency vehicles are used for the longest trips.



# TRAVEL AUTHORIZATION FORM

Person Traveling :	Don Gross		
Dates of Travel:	October 17 & 18, 2017		
Departure Time:	10:00 AM	Return Time:	3:00 AM
Traveling to :	Kearney, NE		
Purpose:	NROC All Staff Retreat		
Coding:	28000-01 16EDAA01 & 17NDED01 (16DUES01 if necessary)		
Block Rate Deadline:	Already Secured		
# Traveling:	4		

### Estimated Travel Expenses:

Registration	\$75.00	Transp. Fares	_____	Parking	_____
Flights	_____	Auto Rental	_____	Other	_____

MAPA Vehicle Miles	400	Personal Vehicle Miles	_____		
MAPA Vehicle Mileage	\$214.00	Personal Vehicle Mileage	\$0.00	Rate	\$0.535

Per Diem:	Start Day	Between Days	x	# of days	End Day
Day's Max.	\$38.25	_____		_____	\$38.25
Breakfast	\$11.00	_____	x	_____	_____
Lunch	\$12.00	_____	x	0	\$12.00
Dinner	_____	_____	x	0	_____
Incidental	\$5.00	_____	x	0	\$5.00
Meals & Incidental	_____	_____		_____	_____
Total	\$28.00	\$0.00	x	0	\$17.00
Lodging	\$91.00	_____	x	0	_____
Taxes & Fees on Lodging	\$18.20	\$0.00	x	0	\$0.00

Deduction for Meals Provided at Conferences \_\_\_\_\_

Total Lodging \$109.20      Total Meals and Incidentals \$45.00

Total Estimated Travel Expenses: \$443.20

Date Submitted: \_\_\_\_\_ by \_\_\_\_\_  
Employee Traveling

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
Department Director

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
Executive Director

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
Finance Committee Chair/Member (if amount is over \$1000)

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
Board of Directors Chair/Member (if amount is over \$2000)

\* See Notes on Page 2

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- \* Seat upgrade fees are not an allowable expense and will be at your own expense.
- \* Meals provided at conferences need to be deducted from per diem table.
- \* Alcohol is not allowable and will be at your own expense.
- \* Tip Maximum is 20% of before tax subtotal.
- \* Lodging & Registration that exceed the discounted rate for block conference may be at your own expense if request was made after the deadline.
- \* Breakfast is allowable if you are required to leave before 6:30 AM or on overnight travel (stayed away previous night).
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- \* Dinner is allowable on overnight travel, if you are required to leave before 5:00 PM or return after 7:00 PM.
- \* Meals are not reimbursable if the employee eats within 20 miles of Omaha, unless during training or a business meeting is taking place during the meal.
- \* Personal Mileage is eligible for reimbursement if MAPA vehicles are not available. If a vehicle is not available for each trip, staff members are responsible to ensure that agency vehicles are used for the longest trips.



# TRAVEL AUTHORIZATION FORM

Person Traveling :	Grant Anderson		
Dates of Travel:	October 17 & 18, 2017		
Departure Time:	10:00 AM	Return Time:	3:00 AM
Traveling to :	Kearney, NE		
Purpose:	NROC All Staff Retreat		
Coding:	28000-01 16EDAA01 & 17NDED01 (16DUES01 if necessary)		
Block Rate Deadline:	Already Secured		
# Traveling:	4		

### Estimated Travel Expenses:

Registration	\$75.00	Transp. Fares	_____	Parking	_____
Flights	_____	Auto Rental	_____	Other	_____

MAPA Vehicle Miles	_____	Personal Vehicle Miles	_____	Rate	\$0.535
MAPA Vehicle Mileage	\$0.00	Personal Vehicle Mileage	\$0.00		

Per Diem:	Start Day	Between Days	x	# of days	End Day
Day's Max.	\$38.25	_____		_____	\$38.25
Breakfast	\$11.00	_____	x	_____	_____
Lunch	\$12.00	_____	x	0	\$12.00
Dinner	_____	_____	x	0	_____
Incidental	\$5.00	_____	x	0	\$5.00
Meals & Incidental Total	\$28.00	\$0.00	x	0	\$17.00
Lodging	\$91.00	_____	x	0	_____
Taxes & Fees on Lodging	\$18.20	\$0.00	x	0	\$0.00

Deduction for Meals Provided at Conferences \_\_\_\_\_

Total Lodging \$109.20      Total Meals and Incidentals \$45.00

Total Estimated Travel Expenses: \$229.20

Date Submitted: \_\_\_\_\_ by \_\_\_\_\_  
 Employee Traveling

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
 Department Director

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
 Executive Director

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
 Finance Committee Chair/Member (if amount is over \$1000)

Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
 Board of Directors Chair/Member (if amount is over \$2000)

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- \* Dinner is allowable on overnight travel, if you are required to leave before 5:00 PM or return after 7:00 PM.
- \* Meals are not reimbursable if the employee eats within 20 miles of Omaha, unless during training or a business meeting is taking place during the meal.
- \* Personal Mileage is eligible for reimbursement if MAPA vehicles are not available. If a vehicle is not available for each trip, staff members are responsible to ensure that agency vehicles are used for the longest trips.



## TRAVEL AUTHORIZATION FORM

Person Traveling :	Matt Roth		
Dates of Travel:	October 17 & 18, 2017		
Departure Time:	10:00 AM	Return Time:	3:00 AM
Traveling to :	Kearney, NE		
Purpose:	NROC All Staff Retreat		
Coding:	28000-01 16EDAA01 & 17NDED01 (16DUES01 if necessary)		
Block Rate Deadline:	Already Secured		
# Traveling:	4		

Estimated Travel Expenses:

Registration \$75.00      Transp. Fares \_\_\_\_\_      Parking \_\_\_\_\_  
 Flights \_\_\_\_\_      Auto Rental \_\_\_\_\_      Other \_\_\_\_\_

MAPA Vehicle Miles \_\_\_\_\_      Personal Vehicle Miles \_\_\_\_\_  
 MAPA Vehicle Mileage \$0.00      Personal Vehicle Mileage \$0.00      Rate \$0.535

Per Diem:	Start Day	Between Days	x	# of days	End Day
Day's Max.	\$38.25				\$38.25
Breakfast	\$11.00		x		
Lunch	\$12.00		x	0	\$12.00
Dinner			x	0	
Incidental	\$5.00		x	0	\$5.00
Meals & Incidental Total	\$28.00	\$0.00	x	0	\$17.00
Lodging	\$91.00		x	0	
Taxes & Fees on Lodging	\$18.20	\$0.00	x	0	\$0.00

Deduction for Meals Provided at Conferences \_\_\_\_\_

Total Lodging \$109.20      Total Meals and Incidentals \$45.00

Total Estimated Travel Expenses: \$229.20

Date Submitted: \_\_\_\_\_ by \_\_\_\_\_  
 Employee Traveling  
 Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
 Department Director  
 Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
 Executive Director  
 Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
 Finance Committee Chair/Member (if amount is over \$1000)  
 Date Approved: \_\_\_\_\_ by \_\_\_\_\_  
 Board of Directors Chair/Member (if amount is over \$2000)

\* See Notes on Page 2

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- \* Dinner is allowable on overnight travel, if you are required to leave before 5:00 PM or return after 7:00 PM.
- \* Meals are not reimbursable if the employee eats within 20 miles of Omaha, unless during training or a business meeting is taking place during the meal.
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**INTERLOCAL COOPERATION AGREEMENT**  
**FOR**  
**U.S. HIGHWAY 34 BIKE AND WALKING TRAIL**

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This Interlocal Cooperation Agreement (the “Agreement”) is made and entered into, pursuant to the Interlocal Cooperation Act, Neb. Rev. Stat. 13-801, et seq., (Reissue 1997) as of the dates affixed on the signature pages below, by and between the PAPIO-MISSOURI RIVER NATURAL RESOURCES DISTRICT (“PMRNRD”) and the party or parties that have agreed to be bound by the terms hereof as evidenced on their respective signatures shown on the signature pages below (each such other party, together with PMRNRD, are hereinafter collectively referred to as the “PARTIES”).

WHEREAS, the PARTIES are desirous of installing a bike and walking trail as part of the U.S.-34 improvements currently under construction at the crossing of said highway by the Platte River as shown in Attachment 1; and

WHEREAS, pursuant to the Interlocal Cooperation Act, Neb. Rev. Stat., Section 13-801, et. seq., (Reissue 1997), each of the PARTIES’ governing bodies have concurred in the proposed bike/walking trail as part of the roadway improvements on that portion of US-34 at the Platte River crossing and have committed to proceed with the development of preliminary design activities to secure appropriate project design plans and to agree to certain cost allocations associated with the design and construction of the bike/walking trail on the terms set forth herein.

NOW, THEREFORE, IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS, pursuant to Neb. Rev. Stat. Section 13-801 (1997) et. seq., as follows:



1. **PROJECT DESCRIPTION.** The project is proposed to be constructed in two phases to ensure minimal disruption in traffic flow on northbound US-34. Phase 1 will consist of placing 2 girders spanning between each of the existing fourteen (14) piers on the northbound US-34 Platte River Bridge (S034 38367) for a total of 26 girders to facilitate the placement of the bike/walking trail. The limits of this Phase 1 “bridge” project are generally parallel to the US-34 bridge, between the existing piers. The Nebraska Department of Transportation (“NDOT”) will design, contract for, and oversee construction of Phase 1.

Phase 2 of the project will consist of construction of the bike/walking trail bridge abutments on the north and south banks of the Platte River, and placement of the bridge deck, rails, fencing, and appurtenances as necessary for the bike/walking trail and constructing trail connections to Allied Road and Beach Road. Estimated local design and construction cost of Phase 2 is shown in Section 5 of this Agreement. The cost allocations are approximate at the time of execution of this agreement but will be further defined as additional engineering and bidding of the project phases is completed. All Parties executing this Agreement understand and acknowledge that by approving this Agreement they are committing funds for the cost of Phase 2 in the amounts set forth in Section 5 hereof.

2. **PROJECT SPONSOR.** The parties hereby designate PMRNRD as the project sponsor. As project sponsor, PMRNRD will be responsible for project scope development, completion and submittal of applications for review by applicable regulatory agencies, coordinate the project design review process, solicit and review bids for design engineering services for the design of Phase 2 of the proposed bike/walking trail and award contracts for the same, solicit and review bids for construction services

for the proposed bike/walking trail and award contracts for Phase 2 of the same, and to reasonably allocate among the PARTIES hereto of their respective local share of project costs through the completion of the project. PMRNRD will also be responsible for the collection of federal assistance and for the payment of project costs, a portion of which shall be reimbursed by the other PARTIES according to Section 5 upon written notice from PMRNRD. Reimbursement shall be requested by the PMRNRD from other parties at the time of executing a construction contract for Phase 2. Any change orders or other adjustments to the price of the contract will be requested for reimbursement, or refunded after final payment for construction of Phase 2 has been issued to the contractor.

3. **PROJECT COSTS.** The PARTIES acknowledge and agree that Phase 2 will have an estimated cost of approximately \$2,000,000, and the local share of which is allocated to the parties as set forth in Section 5 below. Actual project costs will be determined following bidding and a contract award for work at which time the project shares will be adjusted based on contract pricing for such work.

4. **FEDERAL PORTION.** PMRNRD will coordinate the receipt of federal assistance to fund a portion of the project through the Omaha-Council Bluffs Metropolitan Area Planning Agency (“MAPA”), contingent on availability of federal funds, which is anticipated to represent the largest share of project costs once bids have been received. MAPA will coordinate with NDOT to program regional STBG funding equal to 50% of the cost of Phase 1 on a mutually agreed upon NDOT project. Details of the funding from MAPA and NDOT will be addressed in a separate agreement by those two parties. If the federal aid portion is expected to cover 80% of eligible local project costs (estimated at \$1,600,000 for Phase 2), the remaining 20% local portion (estimated at \$400,000 for Phase 2) would be paid by the PARTIES. If the federal aid portion is not

expected to cover 80% of the eligible project costs, then PMRNRD may terminate this Agreement on 90 days' prior written notice to the other PARTIES.

5. **LOCAL PORTION ALLOCATIONS.** Each of the PARTIES hereto agree to allocate among themselves the approximate local portions of the project costs as follows:

<u>PARTY</u>	<u>Phase 2 Commitment</u>	<u>Percentage</u>
CITY OF BELLEVUE	\$ 60,000	15 %
CITY OF PLATTSMOUTH	\$ 28,000	7 %
PMRNRD	\$ 200,000	50 %
LPSNRD	\$ 40,000	10 %
SARPY COUNTY	\$ 40,000	10 %
CASS COUNTY	\$ 32,000	8 %

The PARTIES agree that the foregoing cost allocations are preliminary and that the project sponsor reserves the right to adjust allocations in accordance with Section 2 above once final project costs are determined. Any changes to the PARTIES' local contribution will be increased or decreased, as the case may be, based on each PARTY's respective percentage share set forth above.

6. **OTHER LOCAL FUNDING.** The PARTIES are encouraged to seek other local funding opportunities from respective beneficiary groups such as local tourism boards, economic development districts and other private interest organizations supportive of the project to help defray their allocations of the local share of total project costs.

7. **OPERATION AND MAINTENANCE AGREEMENT.** Each PARTY agrees to comply with the terms of the Exhibit A attached hereto and incorporated herein by reference with respect to the operations and maintenance of the trail.

8. **TERM AND TERMINATION.** This AGREEMENT shall have permanent duration, unless or until terminated by any of the PARTIES as provided herein. Upon accomplishment of the aforesaid purposes of the project, this AGREEMENT may be terminated by any of the PARTIES upon 90 days' notice to the other PARTIES. Such termination shall not affect any rights of reimbursement under this AGREEMENT for actions taken or responsibilities assumed by another of the PARTIES prior to the effective date of termination of this AGREEMENT.

9. **INDEMNIFICATIONS.** The PARTIES shall indemnify and hold harmless the other PARTIES, officers, elected officials, employees and assigns harmless from and against any and all claims, judgments, actions, loss, liability, damage or injury of any nature whatsoever, whether under the theory of tort, contract or otherwise, which may arise or result from, out of or in connection with any neglect or other act, error or omission of any PARTY (including any of their respective employees, agents contractors, subcontractors or representatives) in furtherance of this agreement or any other agreement contemplated by this agreement (including any acts and/or omissions in carrying out their respective obligations as set forth in Exhibit A) to be entered into by the PARTIES, including the failure to perform or properly perform as may be so required. Notwithstanding the preceding sentence, the PARTIES shall not be obligated to defend, indemnify or hold harmless an indemnified PARTY to the extent damages arise or result from any negligent or other act, error or omission of the indemnified PARTY.

10. **NO ASSIGNMENT.** Neither this agreement nor any obligations hereunder shall be assigned without the express written consent of the PARTIES which may be withheld in any PARTY's sole discretion.

11. **NON-WAIVER.** A waiver by any PARTY of any default, breach or failure of another shall not be construed as a continuing waiver of the same or of any subsequent or different default, breach or failure.

12. **GOVERNING LAW.** This agreement shall be governed exclusively by its provisions and by the laws of the State of Nebraska except to the extent such provisions may be superseded by applicable federal law or regulation, in which case the latter shall apply.

13. **ENTIRE AGREEMENT.** This Agreement, and Exhibits and any documents referenced in this Agreement (which are intended to be and hereby are specifically made a part of this agreement whether or not so stated) express the entire understanding and all agreements of the PARTIES with respect to the project design, construction, and cost allocations described herein. Specifically, this Agreement supersedes any prior written or oral agreement or understanding between any of the PARTIES, whether individually or collectively concerning the subject matter hereof.

14. **AMENDMENTS.** This Agreement may be modified only by a written agreement, executed by all PARTIES hereto; provided that the PARTIES agree, without cost to any individual party, to conform this agreement and all performance obligations hereunder to the requirements of any applicable laws, rules, regulations, standards and specifications of any governmental agency with jurisdiction over any such matter, including any amendment or change thereto.

15. **RELATIONSHIP OF THE PARTIES.** This Agreement shall not be construed to be a joint venture or a lease among any of the PARTIES.

16. **SURVIVAL.** If any provision of this Agreement or the applications of this Agreement to any PARTY or circumstance shall, for any reason and to any extent, be held

invalid or unenforceable, neither the remainder of this Agreement nor the application of this Agreement or such provision to any PARTY or circumstance or other instruments referred to in this Agreement or affected provision shall be affected thereby but, rather the same shall be enforced to the fullest extent permitted by law. In the event that any provision of this Agreement, or the application thereof, is held by any court of competent jurisdiction to be illegal or unenforceable, the PARTIES shall attempt in good faith to agree upon an equitable adjustment in order to overcome to the greatest extent possible the effect of such illegality or unenforceability.

17. **NON-DISCRIMINATION.** Under this Interlocal Cooperation Agreement, in performance of the requirements herein, no PARTY shall discriminate against any person(s) on account of national origin, disability, race, sex, age, or political affiliation in violation of applicable laws, rules and regulations of any government agency with jurisdiction over such matter.

18. **MISCELLANEOUS.** This Agreement shall not create any separate legal or administrative entity. It shall be administered jointly by the PARTIES, through one representative to be designated by and on behalf of each PARTY. Each PARTY shall separately finance and budget its own duties and functions under this Agreement. There shall be no jointly held property as a result of this Agreement. Upon termination, each PARTY shall retain ownership of the property it owns at the time of termination. THIS AGREEMENT does not authorize the levying, collecting or accounting of any tax.

19. **NOTICES.** All payments, notices, statements, demands, requests, consents, approval, authorizations or other submissions required to be made by the PARTIES shall be in writing, whether or not so stated, and shall be deemed sufficient and served upon the other only if sent by United States certified mail, return receipt requested,

postage prepaid and addressed to the applicable party at the notice address shown the applicable signature page below.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

EXECUTED BY THE **PAPIO-MISSOURI RIVER NATURAL RESOURCES**  
**DISTRICT** ON THIS \_\_\_\_\_ DAY OF SEPTEMBER, 2017

**PAPIO-MISSOURI RIVER NATURAL  
RESOURCES DISTRICT**

By \_\_\_\_\_  
**JOHN WINKLER, General Manager**

**Notice Address**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attn: \_\_\_\_\_



EXECUTED BY THE **LOWER PLATTE SOUTH NATURAL RESOURCES**  
**DISTRICT** ON THIS \_\_\_\_\_ DAY OF SEPTEMBER, 2017

**LOWER PLATTE SOUTH NATURAL  
RESOURCES DISTRICT**

By \_\_\_\_\_

**PAUL ZILLIG, General Manager**

**Notice Address**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attn: \_\_\_\_\_

EXECUTED BY THE **CITY OF BELLEVUE, NEBRASKA** ON THIS  
\_\_\_\_\_ DAY OF SEPTEMBER, 2017

**CITY OF BELLEVUE, NEBRASKA**

By \_\_\_\_\_

**RITA SANDERS, Mayor**

**Attest:**

\_\_\_\_\_

**City Clerk**

**Notice Address**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attn: \_\_\_\_\_

EXECUTED BY THE **CITY OF PLATTSMOUTH, NEBRASKA** ON THIS  
\_\_\_\_\_ DAY OF SEPTEMBER, 2017

**CITY OF PLATTSMOUTH, NEBRASKA**

By \_\_\_\_\_

**PAUL LAMBERT, Mayor**

**Attest:**

\_\_\_\_\_

**City Clerk**

**Notice Address**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attn: \_\_\_\_\_

EXECUTED BY **COUNTY OF SARPY, NEBRASKA** ON THIS \_\_\_\_\_  
DAY OF SEPTEMBER, 2017

**COUNTY OF SARPY, NEBRASKA**

By \_\_\_\_\_

**DON KELLY, Chairperson,  
Board of County Commissioners**

**Notice Address**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attn: \_\_\_\_\_

EXECUTED BY **COUNTY OF CASS, NEBRASKA** ON THIS \_\_\_\_\_  
DAY OF OCTOBER, 2017

**COUNTY OF CASS, NEBRASKA**

By \_\_\_\_\_

**DAN HENRY, Chairperson,**

**Board of County Commissioners**

**Notice Address**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attn: \_\_\_\_\_

EXECUTED BY **METROPOLITAN AREA PLANNING AGENCY** ON THIS  
\_\_\_\_\_ DAY OF SEPTEMBER, 2017

**METROPOLITAN AREA PLANNING AGENCY**

By \_\_\_\_\_

**RITA SANDERS, Chairperson,**

**Board of Directors**

**Notice Address**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attn: \_\_\_\_\_

## **EXHIBIT "A"**

### **Operations and Maintenance**

With respect to the parties' obligations for ongoing maintenance and operations of the trail after completion of Phase 2 of the construction there, the parties agree to the followings terms and conditions:

#### **1. Trail Bridge Owner**

PMRNRD will be the sponsor entity in connection with the use of any Nebraska Department of Transportation ("NDOT") and/or MAPA funds applied to Phase 2 of the project. Nothing contained in this Agreement or this Exhibit A shall in any way limit or restrict PMRNRD's rights, duties, and obligations as a sponsor in connection with any NDOT and/or MAPA financial assistance. Each of the other party's hereto shall cooperate with PMRNRD in PMRNRD's carrying out of such rights, duties and obligations for normal operations and maintenance for the project.

#### **2. Trail Surface Clearing**

Clearing and/or sweeping of debris from the trail (including removal of snow and ice) will be performed by the City of Bellevue, the City of Plattsmouth, Sarpy County, and Cass County, as necessary. Responsibility for clearing and sweeping of the trail will be on a rotating 2-year cycle, beginning with City of Bellevue after completion of Phase 2, rotating to the City of Plattsmouth on October 1<sup>st</sup> of the year following Phase 2 completion, rotating to City of Plattsmouth, Sarpy County, Cass County, and returning to City of Bellevue on a normal two-year cycle beginning on October 1<sup>st</sup> each year.

Such parties are prohibited from moving snow and/or ice from the trail and onto the US-34 bridge thru any snow or ice control and removal operations.

Best practices for all operations and maintenance will be documented and shared between all parties. No salt, brine, or other ice removal treatment will be applied for two (2) years after completion of Phase 2 of the project without PMRNRD’s prior consent in order to protect the concrete surface.

**3. Maintenance and Repair Cost Share**

PMRNRD will oversee design and construction for any needed repair work on the project, and request reimbursement from the other parties after the completion of the repair. Each of the parties shall be responsible for all reasonable repair and replacement costs (beyond ordinary surface clearing) for the trail based on their respective corresponding percentage shares as follows:

<u>PARTY</u>	<u>Percentage</u>
CITY OF BELLEVUE	20 %
CITY OF PLATTSMOUTH	10 %
PMRNRD	25 %
LPSNRD	15 %
SARPY COUNTY	20 %
CASS COUNTY	10 %

**4. Inspection Duties**

If required inspections are performed by NDOT along with structural inspections of the US-34 bridge, NDOT will submit an invoice to PMRNRD accordingly.

**5. Repair or Removal by NDOT**



Should US-34 Bike and Walking Trail (hereinafter the “Trail”) fall into disrepair, or become significantly damaged to warrant removal, and work is performed by NDOT to either repair or remove the project, NDOT will bill PMRNRD for any work completed. The cost of any such repair or removal work performed by NDOT that is billed to PMRNRD shall be shared by the parties pursuant to their respective percentage shares as set forth in Section 3 of this Exhibit A.

#### **6. Temporary Closure**

NDOT will allow for temporary closure of the US-34 northbound shoulder/lane for maintenance activities on the bridge (hereinafter the “Trail Bridge”), if required, via NDOT ROW permit.

#### **7. Structural Maintenance**

PMRNRD owns, operates, and maintains this structure including girder seats, girders, bridge deck, rail, fencing, abutments, drainage structures, and appurtenances to the Trail Bridge. NDOT will own, operate and maintain all other segments of the piers where Trail Bridge is attached to the piers under US-34.

#### **8. Trail Bridge Deck**

PMRNRD owns, operates, and maintains the Trail system including bridge deck, rails, fencing, and appurtenances as necessary for the Trail.

#### **9. Freeway and Pier Maintenance**

PMRNRD reserves the right to close or limit access to the Trail and/or Trail Bridge at any time in the event repairs, construction, or maintenance to the US-34 bridge and/or

the related roadway and/or piers require such closure. The Trail Bridge will be closed to trail users if needed to insure their safety and for completion of the US-34 work. The Trail Bridge Owner will be provided advanced notification if this occurs. NDOT shall maintain the piers which support both US 34 and the Bridge, and normal operations and maintenance of the Bridge will be performed according to NDOT standards including, but not limited to, Bridge debris cleaning.

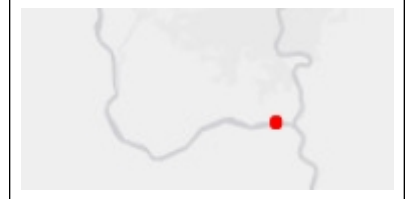
### **10. Amendments**

The parties may amend the terms of this Exhibit A at any time upon a written amendment or agreement signed by the parties subject to the terms of this Exhibit A.

# Attachment 1, US Highway 34 Bike and Walking Trail



## Location



## Sarpy County GIS

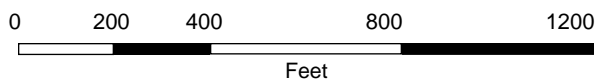


1210 Golden Gate Dr.  
Suite 1130  
Papillion, NE 68046  
maps.sarpy.com

## Legend

Project location  
shown in green

1: 4,800



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the source records and information sources to ascertain the usability of the information.

## AGREEMENT

PROJECT NO. S-75-2(1067), PLATTSMOUTH TO BELLEVUE  
STATE CONTROL NO.21849G  
OMAHA-COUNCIL BLUFFS METRO AREA PLANNING AGENCY  
STATE OF NEBRASKA, DEPARTMENT OF ROADS

THIS AGREEMENT is between the Omaha-Council Bluffs Metro Area Planning Agency, hereinafter referred to as "MAPA", and the State of Nebraska, Department of Transportation, hereinafter referred to as the "State", and collectively referred to as the "Parties".

WITNESSETH:

**WHEREAS**, the State is performing construction on project S-75-2(1067), CN 21849G, Plattsmouth to Bellevue (hereinafter referred to as the "State Project"), which has resulted in a closure on one of the U.S.34/75 Platte River Bridges (S034 38367) (hereinafter referred to as the "Bridge"); and

**WHEREAS**, MAPA has expressed a future intention to facilitate a Programmatic Agreement (Lead Agency to be identified at a later date) to construct a multi-use non-motorized facility (hereinafter the "Facility") upon the Bridge, the project location which is attached hereto as "Exhibit A" and incorporated herein by this reference, and

**WHEREAS**, the State recognized the potential for a Facility to be constructed at a future date by a third party (not the State), and proceeded to widen the Bridge piers at State cost to accommodate that future possibility, and

**WHEREAS**, MAPA and the State desire to enter into this Agreement to evenly (50/50) split the costs associated with the fabrication and placement of girders to support the future construction of the Facility, and

**WHEREAS**, during construction of the State Project the Bridge has been closed to traffic, and it is anticipated the Bridge will remain closed as a result of this project until August of 2018, and

**WHEREAS**, placement of the girders for the construction of the future Facility will likely require all or portions of the Bridge to be closed to traffic, and,

**WHEREAS**, the Parties wish to enter into an Agreement so that the girders for the future construction of MAPA's Facility may be placed while the State Project has the Bridge closed to traffic, for purposes of potentially avoiding a second, future closing of the Bridge, and

**WHEREAS**, the parties desire to establish the financial participation, roles and responsibilities so that the girders for MAPA's future Facility may be placed at a time when the Parties may take advantage of the State's Project Bridge closure.

NOW, THEREFORE, in consideration of these facts, the parties agree as follows:

**SECTION 1: IDENTIFICATION OF PHASES**

- A. "Phase 1", as used in this Agreement, means the design, fabrication and placement of girders in anticipation of the future construction of the Facility on the Bridge.
- B. "Phase 2", as used in this Agreement, means the future design, construction, operation and maintenance of the Facility separate from the State's Phase 1 Project on the Bridge, and which includes, but is not limited to, construction of relevant connections, of Facility abutments, and of the Facility deck, rails, fencing, and appurtenances.

**SECTION 2: IDENTIFICATION OF PROJECTS & FUNDING SOURCE OBLIGATIONS**

- A. MAPA's 50% share of the Phase 1 costs will be contributed via Federal obligation in FMIS towards the following State project located within MAPA boundaries: STP-31-2(112) CN22567, Schramm Park - US-6, using MAPA's Surface Transportation Block Grant Program (STBGP) Funds.
- B. The State's 50% share of the Phase 1 construction costs will be contributed directly by payment to State's construction contractor for State Project S-75-2(1067), CN 21849G.
- C. The State's share of Phase 1 girder design costs will be contributed utilizing a separate consultant agreement.

**SECTION 3: IDENTIFICATION OF COSTS AND FINANCIAL RESPONSIBILITIES**

- A. Phase 1 Girder Design Costs. The Parties understand that the State will be responsible for the entirety of the Phase 1 girder design costs.
- B. Phase 1 Fabrication and Construction Costs. The Parties have preliminarily estimated the Phase 1 cost to fabricate and place the girders for MAPA's future Facility to be \$1.4 million dollars, which the Parties understand will be adjusted for actual cost after project costs are established.
- C. Phase 2 Design and Construction Costs. Costs of Phase 2 are unknown at this time, however the parties agree that Phase 2 will not be funded, delivered or constructed by the State (with the exception of the State's obligation to administer federal aid projects through its Local Projects Section).

**SECTION 4: PHASE 1 & 2 ROLES AND RESPONSIBILITIES**

- A. State's Phase 1 roles and responsibilities. With regard to Phase 1, the State will:
  - i. provide MAPA with a quantity based estimate in early October, 2017;
  - ii. utilize State funds and a change order/supplemental agreement and consultant contract to pay for the entirety of the design, fabrication and placement of girders for the future construction of the Facility;
  - iii. coordinate with its existing State Project prime contractor to implement Phase

- 1 fabrication and placement of the girders for the future Facility during the State's current Bridge project; and
- iv. obligate MAPA's share of the total cost for the Phase 1 change order towards another State project located within MAPA boundaries, to wit: STP-31-2(112) CN22567, Schramm Park - US-6.
  - v. take such reasonable and appropriate actions as are necessary to protect the girders from damage, to the extent such protection is within the State's control.
- B. MAPA Phase 1 roles and responsibilities. With regard to Phase 1, MAPA will:
- i. **by November 1, 2017**, amend their Transportation Improvement Plan (TIP) to include 50% of the cost of Phase 1 utilizing MAPA's Surface Transportation Block Grant Program (STBGP) Funds on project STP-31-2(112) CN22567, Schramm Park - US-6.
- C. State Phase 2 roles and responsibilities. The Parties understand that Phase 2 will be designed and constructed as a federal aid project, and will not utilize state funds. The Parties agree that the remaining funding, delivery and construction of the Facility will not be the responsibility of the State
- D. MAPA Phase 2 roles and responsibilities. All Phase 2 funding, delivery and construction of the Facility will be the responsibility of MAPA, the Lead LPA and the participating LPA's in accordance with separate Agreements to be executed by those parties. To accomplish Phase 2, MAPA will
- i. promptly coordinate the selection and appointment of a Lead Agency to execute a Program Agreement for the management, development and funding requirements necessary to implement Phase 2;
  - ii. make its best good faith efforts to ensure that Phase 2 of the project is let to construction contract by December 31, 2023.
  - iii. ensure that an Operations and Maintenance Agreement and Permit to Occupy are in place between the Lead Agency and NDOT before letting this project to contract.

## **SECTION 5. TERMINATION AND SUSPENSION**

- A. The State may terminate this agreement and remove the girders in the event MAPA fails to reasonably advance the project to meet the December 31, 2023 construction contract letting deadline set forth in Section 4.D.ii. above. Extensions to this date may only occur by the negotiation of a supplement to this agreement, and the State is under no obligation to grant an extension in the event it determines reasonable efforts to advance the project have not been made.
- B. In the event of termination, MAPA will be entitled to a written notice of termination ("State Notice of Termination") specifying the effective date of termination, which may be immediate.

C. In the event of termination and removal of the girders pursuant to this Agreement, no financial reimbursements to MAPA will occur for MAPA's contribution to project STP-31-2(112) CN22567, Schramm Park - US-6.

IN WITNESS WHEREOF, the parties hereby execute this Agreement pursuant to lawful authority as of the dates signed by each party below.

EXECUTED by MAPA this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

MAPA Executive Director,

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

EXECUTED by the State this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

STATE OF NEBRASKA  
DEPARTMENT OF TRANSPORTATION

\_\_\_\_\_

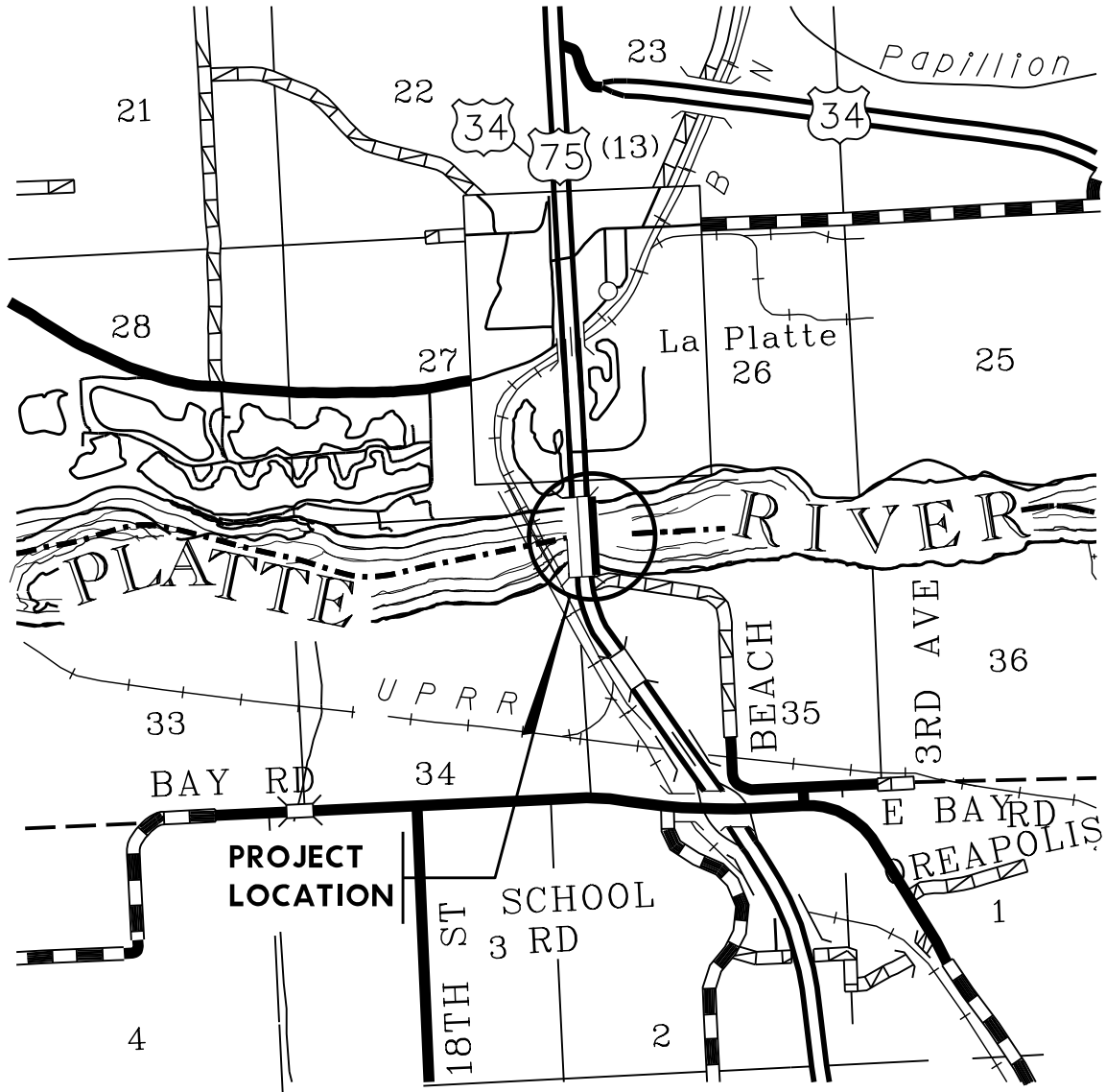
\*\*\*\*\*

RECOMMENDED BY:

\_\_\_\_\_  
District Engineer

# PLATTSMOUTH TO BELLEVUE

CASS/SARPY COUNTYS  
NEBRASKA



75-2(1067)

C.N. 21849G

EXHIBIT "A"



**STATE OF NEBRASKA DEPARTMENT OF ECONOMIC DEVELOPMENT  
FINANCIAL ASSISTANCE CONTRACT  
METROPOLITAN AREA PLANNING AGENCY  
(MAPA)**

**(Regarding financial assistance as authorized in  
Neb. Rev. Stat. §§ 13-1901 through 13-1907)**

This contract is entered into between the State of Nebraska Department of Economic Development ("Department") and Metropolitan Area Planning Agency ("Recipient") upon the date of signature by both parties.

**RECITALS:**

- A.** The Department has been designated to administer state funding to support Nebraska Development Districts pursuant to the provisions of Neb. Rev. Stat. §13-1901 through §13-1907 ("Act").
- B.** As required by Neb. Rev. Stat. §13-1907, the Department has adopted rules and regulations to carry out the provisions of the Act. Such rules and regulations can be found in Title 86, Chapter 7 of the Nebraska Administrative Code ("Regulations"). The Department has also prepared application guidelines regarding Development District Funding ("Guidelines"). The requirements of the Act, the Regulations, and the Guidelines are incorporated herein by this reference.
- C.** Nebraska Development Districts are voluntary associations within a Nebraska planning and development region that have been formed by an agreement pursuant to the Interlocal Cooperation Act, found in Neb. Rev. Stat. §13-801 through §13-827 ("Nebraska Development District" or "Development District").
- D.** The Department disburses funds to certified Nebraska Development Districts ("Act Funds") to assist such Development Districts in serving as regional resource centers; in providing planning, community and economic development, and technical assistance to local governments which are members of the Development Districts; and in providing assistance to industrial development organizations, tourism promotion organizations, community development groups, and other similar organizations. Act Funds are awarded over a two-year period, and each year during that period is referred to as a program year ("Program Year"). Program Years run from July 1 to June 30.
- E.** The Recipient has submitted an application ("Application") to the Department setting forth the necessary documentation for the Department to certify that the Recipient is eligible for funding. The Application is incorporated herein by this reference.

F. In the Application, the Recipient represents that it is a Nebraska Development District that has been formed pursuant to the Act, that has staff and membership acceptance as required by Neb. Rev. Stat. §13-1905, and that provides services to the following counties: Douglas, Sarpy, and Washington, described collectively as "Region 8". The Department has approved the Application, has certified the Recipient for funding eligibility, and has made an award of Act Funds to the Recipient. The Department and the Recipient have agreed to a contractual arrangement regarding the Recipient's use of Act Funds, and this contract is intended to memorialize that arrangement.

**AGREEMENT:**

Premised on the Recitals above and in consideration of the mutual promises and understandings of the parties set forth below, the parties agree as follows:

**PART I: TERMS AND CONDITIONS.**

**§1.01 Amount and Disbursement of Act Funds.**

The total amount of Act Funds to be disbursed to the Recipient for eligible uses will not exceed One Hundred Fifty-Three Thousand One Hundred Twenty-Seven Dollars and Twenty-Four Cents (\$153,127.24).

Disbursements of Act Funds to the Recipient shall be made within a reasonable time after execution of this contract in the form and manner prescribed by the Department if such disbursements are determined to be in conformance with the requirements of the Act.

The Recipient must submit the State of Nebraska ACH Enrollment Form in order to receive disbursements, and disbursements will be made by electronic deposit to the account designated by the Recipient on the Enrollment Form and in accordance with the requirements of this contract.

In order to receive disbursements for the second program year, the Recipient must submit the annual report to the Department.

**§1.02 Use of Act Funds.**

Act Funds provided to the Recipient under this contract shall only be used for the purposes set forth in the Application and as allowed and restricted by the Act and this contract.

Uses of Act Funds provided to the Recipient under this contract are limited to those specified in Neb. Rev. Stat. §13-1904 and must be supported by contracts, invoices, vouchers, and/or other supporting documentation to be maintained by the Recipient and provided to the Department upon request.

### **§1.03 Time of Performance.**

The period covered under this contract is from July 1, 2017 through June 30, 2019. All required activities must be completed on or before such end date.

### **§1.04 Reporting Requirement; Governor Authority.**

The Recipient must submit an annual performance and financial report to the Department that shall address the activities performed and services delivered. Such report must be submitted in the form and manner specified by the Department and must be submitted no later than thirty (30) days following the end date of this contract. This provision survives the termination or end date of this contract.

The Governor has the authority to evaluate the effectiveness and activities of the Development Districts receiving assistance under the Act. If the Governor finds a Development District to be ineffective, he or she may take action, including the withholding of assistance authorized under Neb. Rev. Stat. §13-1906.

### **§1.05 Incorporation of RECITALS.**

All provisions of the RECITALS above are incorporated as agreed provisions of the contract.

## **PART II: SPECIAL CONDITIONS FOR RELEASE OF ACT FUNDS.**

Funding of the amount specified in §1.01 will not be released until the following Special Conditions are met. These Special Conditions must be satisfactorily completed no later than November 5, 2017. The Department reserves the right to cancel the contract if these Special Conditions are not met within this specified time frame.

### **§2.01 Special Conditions.**

Prior to making a request for disbursement of Act funds, the Recipient must submit the following to the Department:

- 1) The State of Nebraska ACH Enrollment Form and IRS Form W-9 (provided by the Department).

## **PART III: SOURCES AND USES OF FUNDS AND OTHER REQUIREMENTS.**

### **§3.01 Sources and Uses of Funds.**

The total award of Act Funds and the approved uses of the funds are reflected in the table below:

<b>SOURCES→</b>	<b>Act Funds</b>	<b>TOTAL</b>
<b>USES (Activities)↓</b>		
Eligible Activities under Neb. Rev. Stat. §13-1904. [For the contract period of July 1, 2017 through June 30, 2018]	\$76,563.62	\$76,563.62
Eligible Activities under Neb. Rev. Stat. §13-1904. [For the contract period of July 1, 2018 through June 30, 2019]	\$76,563.62	\$76,563.62
<b>TOTAL</b>	<b>\$153,127.24</b>	<b>\$153,127.24</b>

**§3.02 Limitation on Act Funds.**

Distributions to newly certified development districts shall not reduce financial assistance to previously funded development district. Financial assistance provided by the Department to development districts shall not exceed the total "local dollars" received by the development districts for newly certified development districts only. For purposes of this contract, "local dollars" received shall mean the total local dues received by the Recipient from any local government as a condition of membership in the Development District.

**PART IV: OTHER CONTRACTUAL CONDITIONS.**

**§4.01 Designation of Officials to Execute Contract and Amendments.**

The Director of the Department or their designee is the official authorized to execute this contract and any amendments to this contract on behalf of the Department.

The Recipient's representative who has been duly authorized by appropriate resolution of the Recipient's board to execute this contract or their successor is the official authorized to execute this contract and any amendments to this contract on behalf of the Recipient.

Either party may request amendments to this contract; however, amendments will not take effect until mutually agreed to, in writing, by both parties.

**§4.02 Waivers; Assignment or Transfer.**

No conditions or provisions of this contract shall be waived unless approved by the Department in writing.

The Recipient may not assign or transfer any interest in this contract without the prior, written consent of the Department.

#### **§4.03 Independent Contractor.**

The Recipient acknowledges it is and will conduct itself as an independent contractor in fulfilling the Recipient's obligations under this contract. Nothing in this contract should be construed in any manner as creating or establishing the relationship of partners between the Recipient and the Department, and neither the Recipient nor anyone employed by the Recipient to perform activities under this contract will be considered employees of the Department.

Employees of the Recipient will be under the sole direction and control of the Recipient and will not be entitled to any compensation, rights, or benefits from the State of Nebraska or the Department, including, but not limited to, tenure rights, medical care or insurance, sick leave or vacation leave, severance pay, and/or retirement benefits.

Any and all claims on behalf of any person arising out of employment or alleged employment (including, but not limited to, claims of discrimination) against the Recipient, its officers, or its agents will in no way be the responsibility of the Department. The Recipient must hold the Department harmless from any and all such claims.

#### **§4.04 Applicability to Subcontractors.**

The Recipient will remain solely responsible for fulfilling the terms of this contract even if some of the Recipient's activities are carried out by subcontractors, and the Recipient will remain the sole point of contact by the Department regarding all contractual matters. All relevant provisions of this contract will be made binding on any such subcontractors of the Recipient.

#### **§4.05 Insurance; Permits and Licenses.**

Throughout the contract period and at its own expense, the Recipient agrees to purchase and maintain Workers' Compensation Insurance and Comprehensive General Liability Insurance, and upon request, the Recipient must furnish evidence of insurance coverage to the Department.

The Recipient must procure and pay for all permits, licenses, and approvals necessary for the execution of this contract.

#### **§4.06 Recordkeeping and Access to Records.**

All records related to this contract must be retained by the Recipient for a period of at least five (5) years following the termination or completion of the contract.

The Department and any other duly authorized official of the State of Nebraska must have full access to and the right to examine, audit, excerpt, or transcribe any of the Recipient's records pertaining to this contract.

#### **§4.07 Conflict of Interest.**

The Recipient covenants it presently has no interest and shall not acquire any interest, direct or indirect, which will conflict in any manner or degree with the performance of activities required under this contract. The Recipient further agrees that no person having any such known conflicts of interest will be employed during performance of this contract.

#### **§4.08 Political Activity.**

No portion of the funds paid or otherwise provided to the Recipient may be used for any partisan political activity, to further the election or defeat of any candidate for public office, or to influence the approval or defeat of any ballot issue.

#### **§4.09 State of Nebraska Non-Liability/Hold Harmless.**

The Recipient agrees to indemnify and hold the Department and the State of Nebraska harmless from any and all claims or demands made by any person or loss or damage sustained by any person as a direct result of the negligent or willful acts of the Recipient, its employees, or agents in the performance of this contract.

The Recipient further agrees it has no right to indemnification or contribution from the Department or from the State of Nebraska for any judgments rendered against the Recipient.

#### **§4.10 Early Termination.**

This contract may be terminated, in whole or in part, prior to the completion of the contract activities if and when both parties agree that continuation is not feasible or would not produce beneficial results commensurate with the further expenditure of funds. The parties must agree on the termination conditions including the effective date of the termination, the portion (if in part) to be terminated, and any allocation of payments under the contract.

The Department, in its sole discretion, may terminate the contract for any reason upon thirty (30) days written notice to Recipient.

#### **§4.11 Termination Due to Loss of Funds.**

The contract may terminate in full or in part, at the discretion of the Department, in the event the Department suffers a loss of the funding source which permits it to fund this contract. In such an event, the Department will give the Recipient written notice which will set forth the effective date of full or partial termination or, if a change in funding is required, setting forth the required change.

The Recipient shall be entitled to receive just and equitable compensation for any authorized work which has been satisfactorily completed as of the termination date.

**§4.12 Non-performance or Other Breach by Recipient.**

In the event of a substantial breach of the provisions of this contract including, but not limited to, the non-performance of contract activities by the Recipient, a failure to comply with the Act, or a failure to submit an annual report, the Department will be entitled to declare such substantial breach a default and will be entitled to withhold payments to the Recipient, seek repayment from the Recipient of all funds disbursed, and/or terminate the contract in whole or in part.

The Department may allow the Recipient to cure a breach of the contract; however, allowing the Recipient time to cure a breach does not waive the Department's right to terminate the contract for the same or different breach which may occur at a different time.

**§4.13 Notice.**

Except as otherwise expressly provided herein, all notices and other communications regarding changes in addresses for notices or for the non-performance, substantial breach, default, and/or curing of default that are required or permitted to be given under this agreement shall be in writing and shall be: (1) personally hand-delivered or (2) mailed by certified or registered mail with return receipt requested to the following:

If to the Recipient:       Greg Youell  
  MAPA  
  2222 Cuming Street  
  Omaha, NE 68102

If to the Department:    Legal Division  
  Nebraska Department of Economic Development  
  PO Box 94666  
  Lincoln, NE 68509-4666

or to such other addresses as may have been designated by either of the parties by notice hereunder.

**§4.14 Debarment, Suspension, or Declared Ineligible.**

The Recipient certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

**§4.15 State of Nebraska Registration Requirements; Public Record.**

The Recipient must be authorized to transact business in the State of Nebraska and must comply with all applicable Nebraska statutes regarding transacting business in the State of Nebraska.

This contract and the Application submitted by the Recipient are public record.

#### **§4.16 Force Majeure.**

Neither party shall be liable for any costs or damages resulting from its inability to perform any of its obligations under the contract due to a natural disaster or other similar event outside the control of and not attributable to the fault or negligence of the party ("Force Majeure Event"). A Force Majeure Event shall not constitute a breach of the contract. A party so affected shall immediately give notice to the other party of the Force Majeure Event.

The Department may grant relief from the performance of the contract if the Recipient is prevented from performance by a Force Majeure Event. The burden of proof for the need of such relief shall rest with the Recipient. To obtain release based on a Force Majeure Event, the Recipient must file a written request for such relief with the Department.

Labor disputes with the Recipient's own employees will not be considered a Force Majeure Event and will not suspend performance requirements under the contract.

#### **§4.17 Severability.**

If any term or condition of this contract or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other portions of the contract which can be given effect without the invalid term or condition. The terms and conditions of this contract are hereby declared severable.

#### **§4.18 Verification of Work Eligibility Status for New Employees**

The Recipient is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

In this context, "new employees" means employees hired on or after the effective date of this contract. A "federal immigration verification system" means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (8 U.S.C. 1324a), commonly known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

This contractual obligation to verify work eligibility status for new employees physically performing services within the State of Nebraska also applies to any and all subcontractors utilized by the Recipient in performing this contract. The Recipient will be responsible to the Department for enforcing this requirement with the Recipient's subcontractors.



A failure by the Recipient to adhere to these requirements violates the statutory requirements of Neb. Rev. Stat. §4-114 and, as such, will be deemed a substantial breach of this contract which could result in the Department declaring the Recipient to be in default on the contract.

#### **§4.19 Governing Law; Attorney Fees.**

This contract shall be governed by, construed according to the laws and regulations of, and subject to the jurisdiction of the State of Nebraska.

In the event of any litigation, appeal, or other legal action to enforce any provision of this contract, the Recipient agrees to pay all expenses of such action, as permitted by law, including attorney's fees and costs if the Department or State of Nebraska is the prevailing party.

#### **§4.20 Entire Agreement; Binding Effect; Counterparts.**

This instrument and any documents incorporated herein by reference constitute the entire agreement of the parties, and any representations or promises not contained herein shall not be binding upon the parties.

This agreement shall be binding upon and shall inure to the benefit of the successors, assigns, and legal representatives of the parties.

This agreement or any amendment of this agreement may be signed in any number of counterparts; each of which will be considered an original, and all of which taken together will constitute one agreement or amendment, as the case may be.

### **PART V: SPECIAL REQUIREMENTS AND ASSURANCES.**

#### **§5.01 Civil Rights Laws and Equal Opportunity Employment/Nondiscrimination.**

The Recipient must comply with all applicable local, state, and federal statutes and regulations regarding civil rights laws and equal opportunity employment. The Recipient is bound by and must abide by the provisions of the Nebraska Fair Employment Practice Act (Neb. Rev. Stat. §48-1101 et seq.).

#### **§5.02 Americans with Disabilities Act (ADA).**

The Recipient must comply with all provisions of the Americans with Disabilities Act (ADA) with respect to its hiring, training, and employment practices including the reasonable accommodation of persons with disabilities in its hiring, training, and employment practices and in assuring access by persons with disabilities to facilities and services provided by the Recipient to the general public.

**§5.03 Drug Free Workplace Policy.**

The Recipient acknowledges the Department and the State of Nebraska require a Drug Free Workplace Policy on the part of the Recipient as a term and condition of entering into this contract. By executing the contract, the Recipient warrants it requires a drug free workplace.

**ACCEPTANCE PROVISIONS.**

The parties acknowledge they have read and understand this contract, they agree to its provisions, and that it will be effective on the date when both parties have signed.

<b>NEBRASKA DEPARTMENT OF ECONOMIC DEVELOPMENT</b>	<b>RECIPIENT → METROPOLITAN AREA PLANNING AGENCY</b>
By: _____ (Director or Designee)	By: _____ (Authorized Official)
_____ (Typed or Printed Name/Title)	_____ (Typed or Printed Name/Title)
_____ (Date)	_____ (Date)