

FINANCE COMMITTEE MEETING

April 17, 2019 – 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. FINANCE COMMITTEE INFORMATION

1. Monthly Financial Statements (February)
 - a. [Bank Reconciliations \(American National & Washington County\) and Statements on Investments](#)
 - b. [Receipts and Expenditures](#)
 - c. [Schedules of Accounts Receivable & Accounts Payable](#)
 - d. [Statement of Financial Position](#)
 - e. [Statement of Revenues and Expenditures](#)

B. FOR FINANCE COMMITTEE APPROVAL

1. Contract Payments
 - a. [Economic Development Research Group, Inc. PMT # 10 \\$7305.18](#)
2. Contract Payments with Exceptions
 - a. [Wellcom PMT # 1 not to exceed \\$1,360](#)
3. Purchases
 - a. [NARC Registrations - \\$8,925](#)
 - b. [PSAV – A/V H2050 Summit - \\$6,921](#)

C. RECOMMENDATIONS TO THE BOARD

1. Final Contract Payments
 - a. [Intercultural Senior Center \\$3,868.09](#)

2. New Contracts

- a. [MOU Douglas County Census: Complete Counts Outreach - \\$15,000 with option for an additional \\$15,000](#)
- b. [Vireo - 24th Street Corridor Study - \\$125,000](#)
- c. [Nebraska Environmental Trust \(NET\) – Little Steps. Big Impact. Support - \\$50,000](#)

3. Contract Amendments

- a. [Mills County Hazard Mitigation Contract \(17MILL02\) - extension of time through June 18, 2019](#)
- b. [Emspace + Lovgren for Little Steps. Big Impact. - budget amendment & extension of time to December 31, 2019](#)

4. FY 2020 BUDGET

- a. [Preliminary Funds Budget](#)
- b. [Preliminary Line Item Budget](#)
- c. [Preliminary Program Budget](#)
- d. [Community Development Work Program](#)

D. OTHER

E. ADJOURNMENT

Executive Session: We reserve the right to enter into an executive session in order to protect the public interest with respect to discussion regarding litigation and personnel.



Metropolitan Area Planning Agency - Foundation
Bank Reconciliation Statement
February 2019

WASHINGTON COUNTY BANK - SAVINGS

Cash in bank February 28, 2019	<u>\$964,792.91</u>
General Ledger Balance, January 31, 2018	\$971,637.80
Transfer to WCB Checking	(\$7,440.86)
WCB Savings Interest Earned	\$595.97
General Ledger Balances, February 28, 2019	<u>\$964,792.91</u>

WASHINGTON COUNTY BANK - CHECKING

Balance per bank February 28, 2019	\$7,440.86
Less: Checks Outstanding (1/31/19)	\$0.00
Cash in bank February 28, 2019	<u>\$7,440.86</u>

Metropolitan Area Planning Agency
Bank Reconciliation Statement
February 2019

AMERICAN NATIONAL BANK

Balance per bank, January 31, 2019	\$513,852.68
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Less: Checks Outstanding (2/28/19)	\$80,902.20	<u>(\$80,902.20)</u>
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Cash in bank February 28, 2019	<u>\$432,950.48</u>
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General Ledger Balance, January 31, 2019	\$413,666.13
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Cash Receipts	\$350,642.88
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Transfer from NPAIT	\$50,367.57
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Less: Checks (2/2019)	\$251,105.19	
Postalia	\$100.00	
Bank Charges	\$35.22	
Nebraska Sales tax	\$0.00	
Capital Business Systems	\$1,003.77	
Transfer to NPAIT-Capitol Reserve	\$1,200.00	
Payroll Expenses	\$124,849.46	

ACH Payroll (2/2019)	\$70,300.03	
ACH Federal Payroll Taxes	\$21,895.90	
Nationwide Payroll Contribution	\$6,024.94	
Blue Cross Blue Shield of NE Health Ins.	\$19,110.51	
Nebraska State withholding Tax	\$5,158.62	
Quarterly SUTA	\$0.00	
Pay Flex (2/2019)	\$2,359.46	

ACH VISA card (2/2019)	\$3,432.46	
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Auto - Gas/Maintenance	\$29.34	
Data Processing	\$129.00	
Forums	\$214.95	
Membership - Reference Materials	\$245.20	
Miscellaneous Expenses	\$36.98	
Miscellaneous Foundation	\$4.49	
Officials Expense - NARC	\$825.66	
Supplies	\$1,663.88	
ProAcoustics	\$1,356.06	
Other	\$307.82	
Travel & Conferences	\$282.96	

\$381,726.10

General Ledger Balances, February 28, 2019	<u>\$432,950.48</u>
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Less assigned deposits	<u>(\$139,684.93)</u>
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Available Cash Balance	<u>\$293,265.55</u>
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STATEMENT ON INVESTMENT
Treasury Bills
February 2019

Undesignated	Money Market		American Wealth	\$ 2,196.78	\$ 1,400.00	0.015%
Deferred Payroll	Money Market		American Wealth	\$ 2,225.16	\$ 814.36	0.015%
Equity	Money Market		American Wealth	\$ 659.88	\$ -	0.015%
Deferred Payroll	CD	7/23/2019	American Wealth	\$ 1,048.54	\$ 1,068.15	2.100%
Equity	CD	7/23/2019	American Wealth	\$ 103,805.51	\$ 103,931.85	2.100%
Equity	CD	5/1/2020	American Wealth	\$ 49,541.50	\$ 50,000.00	1.750%
Deferred Payroll	CD	9/28/2020	American Wealth	\$ 106,367.82	\$ 99,185.64	2.850%
Undesignated	CD	12/28/2021	American Wealth	\$ 101,019.00	\$ 98,600.00	3.200%
Equity	CD	9/27/2022	American Wealth	\$ 63,604.45	\$ 64,342.15	2.300%
Equity	CD	9/28/2022	American Wealth	\$ 45,225.00	\$35,657.85	0.000%
Accrued Interest				\$ 2,437.71		
Total				<u>\$ 478,131.36</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	
Beginning Balance	783,997.62	75,611.25	50,309.77	47,321.23	22,308.40	979,548.27
Sponsor Fees	233.55					233.55
Interest	1,261.33	123.06	57.80	76.11	35.88	1,554.18
Transfer (to)/from General checking		1,200.00	(50,367.57)			(49,167.57)
Transfer to/from another NPAIT account						
Ending Balance	785,492.50	<u>76,934.31</u>	-	<u>47,397.34</u>	<u>22,344.28</u>	<u>932,168.43</u>
Less Reserve for other projects	-					
Available for the Agency	<u>785,492.50</u>					

MAPA Foundation	Foundation	NDO	Washington Co.	TOTAL
	MAMA		Revolving Loan Fund	MAPA Foundation
Acct #	003	006	007	
Beginning Balance	33,627.21	47,756.88	187,339.90	268,723.99
Sponsor Fees				-
Interest	54.09	78.17	301.32	433.58
Transfer from Foundation checking		1,687.00		1,687.00
Transfers				-
Ending Balance	<u>33,681.30</u>	<u>49,522.05</u>	<u>187,641.22</u>	<u>270,844.57</u>

Metropolitan Area Planning Agency
Cash Receipts Report
February 2019

Date	Type	Payer	Receipt Number	Deposit Number	Amount
2/1/2019	Check	Mills County	1403	718	\$ 3,502.00
2/5/2019	Received EFT	FEDERAL TRANSIT ADMINISTRATION	1404	719	\$ 11,141.00
2/6/2019	Received EFT	ECONOMIC DEVELOPMENT ADMINISTRATION	1405	720	\$ 17,500.00
2/6/2019	Received EFT	Nebraska Enviromental Trust	1406	720	\$ 8,341.74
2/7/2019	Received EFT	NDOT	1412	722	\$ 70,128.69
2/8/2019	Check	Pottawattamie County, Iowa	1407	721	\$ 21,666.00
2/8/2019	Check	Douglas County Engineers	1409	721	\$ 67,364.00
2/8/2019	Check	Iowa Association of Regional Councils	1413	723	\$ 10,294.00
2/14/2019	Received EFT	Sarpy County	1416	724	\$ 36,941.00
2/14/2019	Check	IOWA WEST FOUNDATION	1417	725	\$ 16,250.00
2/14/2019	Check	Metro Transit	1418	725	\$ 100.00
2/14/2019	Check	Metro Transit	1419	725	\$ 2,971.18
2/14/2019	Check	City of Omaha	1420	725	\$ 1,301.79
2/20/2019	Received EFT	IOWA DEPARTMENT OF TRANSPORTATION	1422	726	\$ 35,184.00
2/21/2019	Received EFT	IOWA DEPARTMENT OF TRANSPORTATION	1423	727	\$ 11,609.00
2/21/2019	Received EFT	IOWA DEPARTMENT OF TRANSPORTATION	1424	727	\$ 20,918.00
2/22/2019	Received EFT	FEDERAL TRANSIT ADMINISTRATION	1425	728	\$ 12,707.00
2/22/2019	Check	Mills County	1426	729	\$ 2,723.48
					<u>\$ 350,642.88</u>

Account Description	Amount
Contracts	\$ 5,694.66
Federal Revenue	\$ 179,187.69
Heartland 2050 Local Revenue	\$ 1,301.79
Heartland 2050 Site Visit Travel	\$ 100.00
Local Revenue	\$ 129,473.00
Miscellaneous	\$ 16,250.00
State Revenue	\$ 18,635.74
	<u>\$ 350,642.88</u>

Metropolitan Area Planning Agency
Cash Disbursements
February 2019

Check #	Date	Payee	Payments
16940	2/8/2019	BenefitPlansInc.	\$612.50
16941	2/8/2019	Black Hills Works Inc	\$11,141.24
16942	2/8/2019	The Daily Nonpareil	\$83.46
16943	2/8/2019	The Daily Record	\$258.00
16944	2/8/2019	DAS State Accounting - Central Finance	\$19.74
16945	2/8/2019	Douglas County Treasurer	\$70.49
16946	2/8/2019	Economic Development Research Group, Inc.	\$40,761.62
16947	2/8/2019	emspace + lovgren	\$16,359.78
16948	2/8/2019	Fidelity Security Life Insurance Co. (eye med)	\$123.98
16949	2/8/2019	Francotyp-Postalia, Inc.	\$84.00
16950	2/8/2019	Griff's Delivery Service	\$18.00
16951	2/8/2019	Hamilton Associates, P.C.	\$800.00
16952	2/8/2019	The Journal Herald	\$35.00
16953	2/8/2019	Kissel, Kohout, E&S Associates LLC	\$833.33
16954	2/8/2019	One Source The Background Check Co	\$82.00
16955	2/8/2019	Papillion Times	\$156.00
16956	2/8/2019	Payless Office Products, Inc.	\$78.51
16957	2/8/2019	United Way	\$135.00
16959	2/8/2019	Policy Link	\$45,802.94
16961	2/20/2019	AFLAC	\$308.64
16962	2/20/2019	All Makes Office Equipment Co.	\$40.00
16963	2/20/2019	Bellevue Leader	\$156.00
16964	2/20/2019	CenturyLink	\$53.44
16965	2/20/2019	Council Bluffs Area Chamber of Commerce	\$335.00
16966	2/20/2019	The Daily Record	\$20.90
16967	2/20/2019	Douglas County GIS	\$50,309.77
16968	2/20/2019	Douglas County GIS	\$10,372.83
16969	2/20/2019	Economic Development Research Group, Inc.	\$17,579.02
16970	2/20/2019	Florence Home for the Aged	\$12,706.51
16971	2/20/2019	Francotyp-Postalia, Inc.	\$24.00
16972	2/20/2019	Nebraska Dept. of Roads	\$29,999.99
16973	2/20/2019	Payless Office Products, Inc.	\$78.54
16974	2/20/2019	Pottawattamie County GIS	\$10,235.69
16975	2/20/2019	Principal Life Insurance Company	\$1,299.27
16976	2/20/2019	United Way	\$130.00
			\$251,105.19

**Metropolitan Area Planning Agency
Cash Disbursements**

February 2019

Check Disbursement Detail

Advertising	\$	193.36
Auto - Gas/Maintenance	\$	70.49
Employee Benefits/Withholding	\$	1,996.89
Equipment Maintenance	\$	108.00
Membership - Reference Materials	\$	851.00
Miscellaneous Expenses	\$	82.00
Postage	\$	18.00
Professional Services	\$	2,245.83
Supplies	\$	197.05
Telephone	\$	73.18
MAPA Activities	\$	5,835.80
Contracts	\$	200,813.12
Pass Through Contracts - Planning	\$	20,608.52
Pass Through Contracts - STP	\$	23,847.75
Contracts Subtotal	\$	245,269.39
Total Disbursements		\$251,105.19

Metropolitan Area Planning Agency
Payroll Register
February 2019

Pay Types/Benefits	Hours	Amount
ER H.I.	0.00	\$6,489.78
ER H.I. CH	0.00	\$1,843.68
ER H.I. FA	0.00	\$5,545.76
ER H.I. SP	0.00	\$2,153.44
GC Earnings	0.00	\$80.74
Hourly	235.00	\$5,275.81
Hourly - Reg	800.00	\$17,475.20
Life & Dis	0.00	\$445.54
Salary	0.00	\$77,052.58
Vehicle	42.00	\$63.00
	Gross Pay	\$99,947.33
	Gross Benefits	\$16,478.20
	Gross Pay/Benefits	\$116,425.53

Deductions/Employee Taxes	Adj. Gross	Amount
457-\$	N/A	\$1,000.00
457-%	N/A	\$1,040.05
457-Roth \$	N/A	\$100.00
457-Roth%	N/A	\$689.82
AFLAC	N/A	\$190.56
AT AFLAC	N/A	\$118.08
Dental Ins	N/A	\$791.77
Flex Plan 19	N/A	\$1,511.70
Gift Cards	N/A	\$75.00
Health Ins	N/A	\$1,607.72
Pension Loan	N/A	\$147.38
Pension Plan	N/A	\$3,808.13
United Way	N/A	\$235.00
Vehicle Use	N/A	\$63.00
VISION	N/A	\$114.52
Federal	87,331.38	\$7,248.94
Medicare	95,731.06	\$1,388.13
Soc Security	95,731.06	\$5,935.35
State - NE	89,882.88	\$3,582.15
	Deductions/Employee Taxes:	\$29,647.30

Employer Expenses	Adj. Gross	Amount
ER Pension	N/A	\$5,236.26
Medicare	95,731.06	\$1,388.13
Soc Security	95,731.06	\$5,935.35
SUTA	48,510.78	\$161.64
	Additional Employer Expenses:	\$12,721.38

GRAND TOTAL NET PAY: \$70,300.03

GRAND TOTAL EXPENSE: \$129,146.91

Metropolitan Area Planning Agency Aged Accounts Receivable Report

February 28, 2019

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
City of Bellevue		9/28/2018					
<i>City of Bellevue</i>		9/28/2018	\$0.00	\$0.00	\$0.00	\$82,844.40	\$82,844.40
Totals for City of Bellevue:			\$0.00	\$0.00	\$0.00	\$82,844.40	\$82,844.40
City of Blair		10/12/2018					
<i>City of Blair</i>		10/12/2018	\$0.00	\$0.00	\$0.00	\$1,468.00	\$1,468.00
Totals for City of Blair:			\$0.00	\$0.00	\$0.00	\$1,468.00	\$1,468.00
City of Council Bluffs		10/9/2018					
<i>City of Council Bluffs</i>		10/9/2018	\$0.00	\$0.00	\$0.00	\$63,422.40	\$63,422.40
Totals for City of Council Bluffs:			\$0.00	\$0.00	\$0.00	\$63,422.40	\$63,422.40
City of Hancock		12/28/2018					
<i>City of Hancock</i>		12/28/2018	\$0.00	\$0.00	\$0.02	\$0.00	\$0.02
Totals for City of Hancock:			\$0.00	\$0.00	\$0.02	\$0.00	\$0.02
City of Omaha		3/22/2019					
<i>City of Omaha</i>		3/22/2019	\$4,500.00	\$0.00	\$0.00	\$95,772.80	\$100,272.80
Totals for City of Omaha:			\$4,500.00	\$0.00	\$0.00	\$95,772.80	\$100,272.80
Cornhusker Motor Club Foundation		5/27/2018					
<i>Cornhusker Motor Club Foundation</i>		5/27/2018	\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00
Totals for Cornhusker Motor Club Foundation			\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00
Council Bluffs Area Chamber of Commerce		3/7/2018					
<i>Council Bluffs Area Chamber of Commerce</i>		3/7/2018	\$335.00	\$0.00	\$0.00	\$0.00	\$335.00
Totals for Council Bluffs Area Chamber of Cor			\$335.00	\$0.00	\$0.00	\$0.00	\$335.00
Douglas County GIS		3/7/2019					
<i>Douglas County GIS</i>		3/7/2019	\$2,750.00	\$0.00	\$0.00	\$0.00	\$2,750.00
Totals for Douglas County GIS:			\$2,750.00	\$0.00	\$0.00	\$0.00	\$2,750.00
Douglas County		3/29/2019					
<i>Douglas County</i>		3/29/2019	\$0.00	\$52,899.00	\$0.00	\$0.00	\$52,899.00
Totals for Douglas County:			\$0.00	\$52,899.00	\$0.00	\$0.00	\$52,899.00

Metropolitan Area Planning Agency Aged Accounts Receivable Report

February 28, 2019

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
FEDERAL TRANSIT ADMINISTRATION		3/22/2019					
<i>FEDERAL TRANSIT ADMINISTRATION</i>		3/22/2019	\$0.00	\$128,194.96	\$0.00	\$0.00	\$128,194.96
Totals for FEDERAL TRANSIT ADMINISTRATION:			\$0.00	\$128,194.96	\$0.00	\$0.00	\$128,194.96
IOWA COG		6/22/2018					
<i>IOWA COG</i>		6/22/2018	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
Totals for IOWA COG:			\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
MAPA Foundation		3/22/2019					
<i>MAPA Foundation</i>		3/22/2019	\$7,689.54	\$0.00	\$0.00	\$0.00	\$7,689.54
Totals for MAPA Foundation:			\$7,689.54	\$0.00	\$0.00	\$0.00	\$7,689.54
Metro Transit		3/22/2019					
<i>Metro Transit</i>		3/22/2019	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00
Totals for Metro Transit:			\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00
Mills County Emergency Management		10/26/2018					
<i>Mills County Emergency Management</i>		10/26/2018	\$0.00	\$0.00	\$2,455.92	\$0.00	\$2,455.92
Totals for Mills County Emergency Management:			\$0.00	\$0.00	\$2,455.92	\$0.00	\$2,455.92
Mills County		2/22/2019					
<i>Mills County</i>		2/22/2019	\$0.00	\$0.00	\$0.00	\$0.01	\$0.01
Totals for Mills County:			\$0.00	\$0.00	\$0.00	\$0.01	\$0.01
NDOT- CMAQ		3/29/2019					
<i>NDOT- CMAQ</i>		3/29/2019	\$11,808.64	\$0.00	\$0.00	\$0.00	\$11,808.64
Totals for NDOT- CMAQ:			\$11,808.64	\$0.00	\$0.00	\$0.00	\$11,808.64
NDOT		3/21/2019					
<i>NDOT</i>		3/21/2019	\$0.00	\$289,517.73	\$0.00	\$0.00	\$289,517.73
Totals for NDOT:			\$0.00	\$289,517.73	\$0.00	\$0.00	\$289,517.73
Pottawattamie County, Iowa		3/7/2019					
<i>Pottawattamie County, Iowa</i>		3/7/2019	\$1,500.00	\$0.00	\$0.00	\$420.94	\$1,920.94
Totals for Pottawattamie County, Iowa:			\$1,500.00	\$0.00	\$0.00	\$420.94	\$1,920.94

Metropolitan Area Planning Agency Aged Accounts Receivable Report

February 28, 2019

<u>Aging Balance For</u>	<u>Client ID</u>	<u>Last Paid</u>	<u>current</u>	<u>31-60</u>	<u>61-90</u>	<u>over 90</u>	<u>Balance</u>
Sarpy County		3/14/2019					
<i>Sarpy County</i>		3/14/2019	\$2,850.00	\$0.00	\$0.00	\$0.00	\$2,850.00
Totals for Sarpy County:			\$2,850.00	\$0.00	\$0.00	\$0.00	\$2,850.00
Vinny Palermo							
<i>Vinny Palermo</i>			\$0.00	\$0.00	\$39.96	\$0.00	\$39.96
Totals for Vinny Palermo:			\$0.00	\$0.00	\$39.96	\$0.00	\$39.96
Washington County		8/31/2018					
<i>Washington County</i>		8/31/2018	\$0.00	\$4,706.00	\$0.00	\$0.00	\$4,706.00
Totals for Washington County:			\$0.00	\$4,706.00	\$0.00	\$0.00	\$4,706.00
Grand Totals:			\$36,933.18	\$478,817.69	\$2,495.90	\$243,928.55	\$762,175.32

Metropolitan Area Planning Agency

Aged Accounts Payable Report

February 28, 2019

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
AIM								
AIM	884129373		\$0.00	\$703.00	\$0.00	\$0.00	\$0.00	\$703.00
		<i>Totals for AIM:</i>	<i>\$0.00</i>	<i>\$703.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$703.00</i>
Carol Vinton								
Carol Vinton	2.13.19	NARC	\$117.05	\$0.00	\$0.00	\$0.00	\$0.00	\$117.05
		<i>Totals for Carol Vinton:</i>	<i>\$117.05</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$117.05</i>
City of Omaha Cashier								
City of Omaha Cashier	162729		\$0.00	\$12,210.58	\$0.00	\$0.00	\$0.00	\$12,210.58
City of Omaha Cashier	156965		\$0.00	\$85,389.98	\$0.00	\$0.00	\$0.00	\$85,389.98
		<i>Totals for City of Omaha Cashier:</i>	<i>\$0.00</i>	<i>\$97,600.56</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$97,600.56</i>
City of Omaha Cashier								
City of Omaha Cashier	162392		\$0.00	\$8,896.51	\$0.00	\$0.00	\$0.00	\$8,896.51
		<i>Totals for City of Omaha Cashier:</i>	<i>\$0.00</i>	<i>\$8,896.51</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$8,896.51</i>
The Daily Record								
The Daily Record	118704		\$20.90	\$0.00	\$0.00	\$0.00	\$0.00	\$20.90
		<i>Totals for The Daily Record:</i>	<i>\$20.90</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$20.90</i>
DAS State Accounting - Central Finance								
DAS State Accounting - Central Finance	1153375		\$56.04	\$0.00	\$0.00	\$0.00	\$0.00	\$56.04
		<i>Totals for DAS State Accounting - Central Finance:</i>	<i>\$56.04</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$56.04</i>
Emspace + Lovgren								
Emspace + Lovgren	699		\$8,330.62	\$0.00	\$0.00	\$0.00	\$0.00	\$8,330.62
Emspace + Lovgren	674		\$4,186.25	\$0.00	\$0.00	\$0.00	\$0.00	\$4,186.25
		<i>Totals for Emspace + Lovgren:</i>	<i>\$12,516.87</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$12,516.87</i>
Firespring								
Firespring	340635		\$147.00	\$0.00	\$0.00	\$0.00	\$0.00	\$147.00
		<i>Totals for Firespring:</i>	<i>\$147.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$147.00</i>
Grant Anderson								
Grant Anderson	2.21.19		\$165.79	\$0.00	\$0.00	\$0.00	\$0.00	\$165.79
		<i>Totals for Grant Anderson:</i>	<i>\$165.79</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$165.79</i>
Griff's Delivery Service								
Griff's Delivery Service	15225		\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00
		<i>Totals for Griff's Delivery Service:</i>	<i>\$15.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$15.00</i>

Metropolitan Area Planning Agency

Aged Accounts Payable Report

February 28, 2019

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
Matt Roth								
Matt Roth	2.28.19		\$26.69	\$0.00	\$0.00	\$0.00	\$0.00	\$26.69
		<i>Totals for Matt Roth:</i>	<i>\$26.69</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$26.69</i>
Metro								
Metro	34940	Quarter 2	\$0.00	\$13,084.35	\$0.00	\$0.00	\$0.00	\$13,084.35
Metro	34774		\$0.00	\$0.00	\$6,419.66	\$0.00	\$0.00	\$6,419.66
Metro	34958	TDP #3	\$8,539.48	\$0.00	\$0.00	\$0.00	\$0.00	\$8,539.48
		<i>Totals for Metro:</i>	<i>\$8,539.48</i>	<i>\$13,084.35</i>	<i>\$6,419.66</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$28,043.49</i>
Payless Office Products, Inc.								
Payless Office Products, Inc.	3044187-0		\$68.76	\$0.00	\$0.00	\$0.00	\$0.00	\$68.76
Payless Office Products, Inc.	3046245-0		\$12.87	\$0.00	\$0.00	\$0.00	\$0.00	\$12.87
		<i>Totals for Payless Office Products, Inc.:</i>	<i>\$81.63</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$81.63</i>
Pleasure Your Palate Catering								
Pleasure Your Palate Catering	3672	State Patrol	\$247.00	\$0.00	\$0.00	\$0.00	\$0.00	\$247.00
		<i>Totals for Pleasure Your Palate Catering:</i>	<i>\$247.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$247.00</i>
Policy Link								
Policy Link	JUL0318		\$0.00	\$0.00	\$0.00	\$4,197.06	\$0.00	\$4,197.06
		<i>Totals for Policy Link:</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$4,197.06</i>	<i>\$0.00</i>	<i>\$4,197.06</i>
Praetorian Digital								
Praetorian Digital	01034-8005		\$0.00	\$1,495.00	\$0.00	\$0.00	\$0.00	\$1,495.00
		<i>Totals for Praetorian Digital:</i>	<i>\$0.00</i>	<i>\$1,495.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,495.00</i>
Print Image Solutions								
Print Image Solutions	11287		\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
		<i>Totals for Print Image Solutions:</i>	<i>\$100.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$100.00</i>
Sarpy County GIS								
Sarpy County GIS	2019-2		\$0.00	\$13,163.26	\$0.00	\$0.00	\$0.00	\$13,163.26
		<i>Totals for Sarpy County GIS:</i>	<i>\$0.00</i>	<i>\$13,163.26</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$13,163.26</i>
Sarpy County Planning								
Sarpy County Planning	2019-2		\$0.00	\$7,881.84	\$0.00	\$0.00	\$0.00	\$7,881.84
		<i>Totals for Sarpy County Planning:</i>	<i>\$0.00</i>	<i>\$7,881.84</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$7,881.84</i>
Standard Printing Company								
Standard Printing Company	98956		\$349.00	\$0.00	\$0.00	\$0.00	\$0.00	\$349.00

Metropolitan Area Planning Agency
Aged Accounts Payable Report
 February 28, 2019

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
Totals for Standard Printing Company:			\$349.00	\$0.00	\$0.00	\$0.00	\$0.00	\$349.00
Sue Cutsforth								
Sue Cutsforth	2.19.19		\$25.04	\$0.00	\$0.00	\$0.00	\$0.00	\$25.04
Totals for Sue Cutsforth:			\$25.04	\$0.00	\$0.00	\$0.00	\$0.00	\$25.04
Troy Anderson								
Troy Anderson	2.13.19	NARC	\$37.57	\$0.00	\$0.00	\$0.00	\$0.00	\$37.57
Totals for Troy Anderson:			\$37.57	\$0.00	\$0.00	\$0.00	\$0.00	\$37.57
United Way								
United Way	2.23.19	2.23.19	\$105.00	\$0.00	\$0.00	\$0.00	\$0.00	\$105.00
Totals for United Way:			\$105.00	\$0.00	\$0.00	\$0.00	\$0.00	\$105.00
Verizon								
Verizon	9824444301		\$85.70	\$0.00	\$0.00	\$0.00	\$0.00	\$85.70
Totals for Verizon:			\$85.70	\$0.00	\$0.00	\$0.00	\$0.00	\$85.70
GRAND TOTALS:			\$22,635.76	\$142,824.52	\$6,419.66	\$4,197.06	\$0.00	\$176,077.00

A total of 29 transaction(s) listed

Metropolitan Area Planning Agency

Statement of Financial Position

February 28, 2019

		<u>Actual</u>
Assets		
10-1000	Petty Cash	\$201.20
10-1010	Cash - American National Bank	\$432,950.48
10-1030	Treasury Bills	\$478,131.36
10-1040	NPAIT Investments General	\$785,492.50
10-1043	NPAIT Investments Special Projects	\$22,344.28
10-1045	NPAIT Investments Capitol Reserve	\$76,934.31
10-1100	Accounts Receivable	\$762,175.32
10-1110	Due To/Due From Funds	\$1,957.54
10-1140	Due from Employee	\$3.38
10-1300	Prepaid Expenses	\$19,927.77
10-1310	Prepaid Insurance	\$5,637.28
11-1110	Due To/Due From Funds	(\$6,467.81)
12-1055	NPAIT Investments Sarpy Co. Revolving Loan	\$47,397.34
13-1200	Furniture, Fixtures & Equipment	\$169,006.60
13-1205	Vehicles	\$51,215.35
13-1220	Less: Accumulated Depreciation	\$119,011.34
20-1020	Cash - ANB Foundation	\$33,389.06
20-1025	Cash - Washington County Bank - MAPA Foundation	\$7,440.86
20-1027	Cash-Washington County- Savings - MAPA Foundaiton	\$964,792.91
20-1060	NPAIT Investments Foundation	\$33,681.30
20-1065	NPAIT Investments FD NDO	\$49,522.05
20-1070	NPAIT Investments FD Washington County Revolving Loan Fund	\$187,641.22
20-1110	Due To/Due From Funds	\$3,355.27
20-1415	Note Receivable - Sterling Ambitions, LLC	\$16,664.00
20-1425	Note Receivable KB Quality Meats	\$10,100.00
40-1100	Accounts Receivable	\$161,518.87
Total Assets		<u><u>\$4,196,001.10</u></u>

Liabilities and Fund Balance

Liabilities

10-2000	Accounts Payable	\$175,744.30
10-2015	Credit Card Payable	\$10,399.60
10-2105	Nebraska Withholding	\$3,582.15
10-2115	AFLAC W/H Payable	(\$154.32)
10-2125	Dental Insurance W/H Payable	(\$903.14)
10-2126	Life & Disability Insurance Payable	(\$408.47)
10-2130	Flex W/H Payable	\$2,700.23
10-2132	Vision Insurance Payable	(\$18.42)
10-2135	Health Insurance Payable	\$4,125.74
10-2140	Deferred Comp. W/H Payable	\$1,412.92

		Actual
10-2145	Pension Plan Payable	\$4,510.09
10-2150	Pension Plan Loan W/H Payable	\$73.69
10-2160	SUTA Tax	\$633.01
10-2210	Accrued Compensated Absences	\$113,002.45
10-2220	Accrued Audit Fees	\$11,000.00
20-2000	Accounts Payable	\$332.50
20-2430	Deferred Revolving Loan	\$163,224.94
20-2435	Deferred Revolving Loan Housing	\$972,233.77
40-2000	Accounts Payable	\$306,806.12
Total Liabilities		\$1,768,297.16

Fund Balance

10-3000	Fund Balance Undesignated	\$1,550,372.34
10-3010	Fund Balance Assigned	\$322,683.25
10-3020	Fund Balance Committed	\$387,000.00
11-3000	Fund Balance Undesignated	(\$6,467.81)
12-3100	Fund Balance Restricted	\$47,397.34
13-3005	Invested in Capital Assets	\$101,210.61
20-3000	Fund Balance Undesignated	\$70,988.29
20-3100	Fund Balance Restricted	\$99,807.17
40-3010	Fund Balance Assigned	(\$145,287.25)
Total Fund Balance		\$2,427,703.94

Total Liabilities and Fund Balance	\$4,196,001.10
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February 28, 2019

		2/1/19 - 2/28/19		7/1/18 - 2/28/19		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
		Actual	Budget	Acutual YTD	Budget YTD				
Revenues									
Federal and State Revenue									
10-4100	Federal Revenue	\$53,156.64	\$0.00	\$1,079,093.02	\$1,612,028.50	66.94 %	\$1,644,646.82	(34.39)%	\$3,224,057.00
10-4200	State Revenue	\$12,794.00	\$4,800.00	\$100,484.89	\$116,800.00	86.03 %	\$106,789.37	(5.90)%	\$136,000.00
Total Federal and State Revenue		\$65,950.64	\$4,800.00	\$1,179,577.91	\$1,728,828.50	68.23 %	\$1,751,436.19	(32.65)%	\$3,360,057.00
Local Government Revenue									
10-4300	Local Revenue	\$14,600.00	\$0.00	\$396,988.00	\$392,378.00	101.17 %	\$399,512.00	(0.63)%	\$392,378.00
10-4305	TIP Fee	\$0.00	\$0.00	\$271,776.80	\$194,600.00	139.66 %	\$0.00	0.00 %	\$194,600.00
10-4350	Heartland 2050 Local Revenue	(\$10.21)	\$0.00	\$4,781.42	\$5,000.00	95.63 %	\$41,223.33	(88.40)%	\$5,000.00
15-4300	Local Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$35,000.00	(100.00)%	\$0.00
Total Local Government Revenue		\$14,589.79	\$0.00	\$673,546.22	\$591,978.00	113.78 %	\$475,735.33	41.58 %	\$591,978.00
Charges for Services									
10-4400	Contracts	\$9,505.72	\$0.00	\$44,946.90	\$210,852.00	21.32 %	\$49,355.73	(8.93)%	\$421,704.00
Total Charges for Services		\$9,505.72	\$0.00	\$44,946.90	\$210,852.00	21.32 %	\$49,355.73	(8.93)%	\$421,704.00
Forums Revenue									
10-4500	Forums/Annual Dinner	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$18,916.00	(100.00)%	\$0.00
10-4501	Council of Officials Quarterly	\$0.00	\$0.00	\$380.00	\$500.00	76.00 %	\$0.00	0.00 %	\$1,000.00
10-4502	Council of Officials Annual	\$0.00	\$0.00	\$5,815.00	\$5,000.00	116.30 %	\$0.00	0.00 %	\$5,000.00
10-4505	Heartland 2050 Summit	\$0.00	\$0.00	\$0.00	\$6,000.00	0.00 %	\$0.00	0.00 %	\$6,000.00
10-4506	Heartland 2050 Speaker Series	\$0.00	\$0.00	\$2,306.00	\$2,000.00	115.30 %	\$0.00	0.00 %	\$4,000.00
Total Forums Revenue		\$0.00	\$0.00	\$8,501.00	\$13,500.00	62.97 %	\$18,916.00	(55.06)%	\$16,000.00
In-kind Revenue									
10-4510	In-Kind Revenue	\$19,286.87	\$0.00	\$160,960.52	\$231,602.50	69.50 %	\$391,751.63	(58.91)%	\$463,205.00
Total In-kind Revenue		\$19,286.87	\$0.00	\$160,960.52	\$231,602.50	69.50 %	\$391,751.63	(58.91)%	\$463,205.00
Investment Income									

		2/1/19 - 2/28/19		7/1/18 - 2/28/19		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
		Actual	Budget	Acutual YTD	Budget YTD				
10-4520	Investment Earnings	\$3,253.29	\$0.00	\$18,368.11	\$0.00	0.00 %	(\$780.89)	(2,452.20)%	\$0.00
15-4520	Investment Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$1,011.21	(100.00)%	\$0.00
Total Investment Income		\$3,253.29	\$0.00	\$18,368.11	\$0.00	0.00 %	\$230.32	7,875.04 %	\$0.00
Miscellaneous Revenue									
10-4310	Match Contributions	\$0.00	\$5,625.00	\$32,000.00	\$45,000.00	71.11 %	\$0.00	0.00 %	\$67,500.00
10-4507	Site Visit Registration	\$100.00	\$0.00	\$40,526.40	\$49,000.00	82.71 %	\$0.00	0.00 %	\$49,000.00
10-4530	Misc. Cash Sales	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$48.00	(100.00)%	\$0.00
10-4540	Miscellaneous	\$643.55	\$6,666.67	\$119,343.58	\$53,333.32	223.77 %	\$26,404.54	351.98 %	\$80,000.00
15-4310	Match Contributions	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$40,500.00	(100.00)%	\$0.00
15-4540	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$165,000.00	(100.00)%	\$0.00
Total Miscellaneous Revenue		\$743.55	\$12,291.67	\$191,869.98	\$147,333.32	130.23 %	\$231,952.54	(17.28)%	\$196,500.00
Total		\$113,329.86	\$17,091.67	\$2,277,770.64	\$2,924,094.32	77.90 %	\$2,919,377.74	(21.98)%	\$5,049,444.00
Total Reveunes		\$113,329.86	\$17,091.67	\$2,277,770.64	\$2,924,094.32	77.90 %	\$2,919,377.74	(21.98)%	\$5,049,444.00
Expenses									
MAPA Activities									
MAPA Personnel Expenses									
Salaries									
10-5000	Salaries	\$86,259.57	\$102,766.67	\$685,662.41	\$822,133.32	83.40 %	\$661,831.57	3.60 %	\$1,233,200.00
10-5125	Accrued Salaries & Compensated	\$5,048.02	\$17,003.75	\$183,716.28	\$136,030.00	135.06 %	\$167,842.27	9.46 %	\$204,045.00
Total Salaries		\$91,307.59	\$119,770.42	\$869,378.69	\$958,163.32	90.73 %	\$829,673.84	4.79 %	\$1,437,245.00
Payroll Taxes									
10-5100	FICA	\$7,323.48	\$7,861.67	\$63,659.01	\$62,893.32	101.22 %	\$59,481.37	7.02 %	\$94,340.00
10-5105	Unemployment Taxes	\$161.64	\$72.92	\$721.66	\$583.32	123.72 %	\$727.97	(0.87)%	\$875.00
Total Payroll Taxes		\$7,485.12	\$7,934.59	\$64,380.67	\$63,476.64	101.42 %	\$60,209.34	6.93 %	\$95,215.00
Employee Benefits									
10-5110	Health Insurance	\$16,032.66	\$18,525.00	\$144,637.36	\$148,200.00	97.60 %	\$125,271.24	15.46 %	\$222,300.00
10-5115	Life & Disability Insurance	\$445.54	\$500.00	\$3,935.65	\$4,000.00	98.39 %	\$3,552.98	10.77 %	\$6,000.00
10-5120	Retirement Contributions	\$5,236.26	\$5,652.08	\$39,113.37	\$45,216.64	86.50 %	\$38,790.36	0.83 %	\$67,825.00
Total Employee Benefits		\$21,714.46	\$24,677.08	\$187,686.38	\$197,416.64	95.07 %	\$167,614.58	11.98 %	\$296,125.00

		2/1/19 - 2/28/19		7/1/18 - 2/28/19		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
		Actual	Budget	Acutual YTD	Budget YTD				
Total MAPA Personnel Expenses		\$120,507.17	\$152,382.09	\$1,121,445.74	\$1,219,056.60	91.99 %	\$1,057,497.76	6.05 %	\$1,828,585.00
MAPA Non-personnel									
10-5200	Advertising	\$172.46	\$1,083.33	\$2,299.27	\$8,666.64	26.53 %	\$2,099.86	9.50 %	\$13,000.00
10-5210	Membership - Reference	(\$393.82)	\$1,666.67	\$17,889.34	\$13,333.32	134.17 %	\$17,526.49	2.07 %	\$20,000.00
Data Processing									
10-5310	Data Processing	\$1,495.09	\$1,916.67	\$27,135.69	\$15,333.32	176.97 %	\$21,633.58	25.43 %	\$23,000.00
10-5311	GIS Software	\$0.00	\$500.00	\$9,600.00	\$4,000.00	240.00 %	\$0.00	0.00 %	\$6,000.00
10-5312	Public Relations - Website	\$0.00	\$500.00	\$305.17	\$4,000.00	7.63 %	\$0.00	0.00 %	\$6,000.00
Total Data Processing		\$1,495.09	\$2,916.67	\$37,040.86	\$23,333.32	158.75 %	\$21,633.58	71.22 %	\$35,000.00
Forums Expense									
10-5600	Forums	\$9.99	\$0.00	\$1,608.84	\$0.00	0.00 %	\$47,994.16	(96.65)%	\$0.00
10-5601	Council of Officials Quarterly	\$0.00	\$0.00	\$677.46	\$2,500.00	27.10 %	\$0.00	0.00 %	\$5,000.00
10-5602	Council of Officials Annual	\$0.00	\$0.00	\$10,095.36	\$17,000.00	59.38 %	\$0.00	0.00 %	\$17,000.00
10-5605	Heartland 2050 Summit	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00 %	\$0.00	0.00 %	\$30,000.00
10-5606	Heartland 2050 Speaker Series	\$0.00	\$0.00	\$4,528.04	\$7,500.00	60.37 %	\$0.00	0.00 %	\$15,000.00
Total		\$9.99	\$0.00	\$16,909.70	\$42,000.00	40.26 %	\$47,994.16	(64.77)%	\$67,000.00
10-5650	Miscellaneous Expenses	\$155.40	\$166.67	\$2,395.66	\$1,333.32	179.68 %	\$1,140.49	110.06 %	\$2,000.00
10-5730	Bank Charges	\$35.22	\$83.33	\$377.43	\$666.64	56.62 %	\$280.48	34.57 %	\$1,000.00
10-5800	Office Rent	\$0.00	\$6,437.50	\$40,600.00	\$51,500.00	78.84 %	\$46,400.00	(12.50)%	\$77,250.00
Office Expense									
10-5220	Printing	\$2,065.20	\$2,025.00	\$14,986.40	\$16,200.00	92.51 %	\$16,197.47	(7.48)%	\$24,300.00
10-5300	Business Insurance Expense	\$910.12	\$1,466.67	\$8,435.36	\$11,733.32	71.89 %	\$7,578.42	11.31 %	\$17,600.00
10-5500	Equipment Maintenance	\$124.00	\$708.33	\$1,765.21	\$5,666.64	31.15 %	\$3,500.03	(49.57)%	\$8,500.00
10-5700	Postage	\$233.33	\$291.67	\$1,898.48	\$2,333.32	81.36 %	\$1,283.85	47.87 %	\$3,500.00
10-5710	Supplies	\$1,174.77	\$1,416.67	\$7,748.24	\$11,333.32	68.37 %	\$4,436.99	74.63 %	\$17,000.00
10-5810	Telephone	\$109.48	\$250.00	\$721.42	\$2,000.00	36.07 %	\$930.52	(22.47)%	\$3,000.00
Total Office Expense		\$4,616.90	\$6,158.34	\$35,555.11	\$49,266.60	72.17 %	\$33,927.28	4.80 %	\$73,900.00
Professional Fees									
10-5320	Professional Services	\$986.58	\$1,580.00	\$20,159.31	\$22,680.00	88.89 %	\$18,332.81	9.96 %	\$29,000.00
Total Professionals Fees		\$986.58	\$1,580.00	\$20,159.31	\$22,680.00	88.89 %	\$18,332.81	9.96 %	\$29,000.00
Travel and Conferences									

		2/1/19 - 2/28/19		7/1/18 - 2/28/19		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
		Actual	Budget	Acutual YTD	Budget YTD				
10-5900	Travel & Conferences	\$6,733.46	\$2,916.67	\$26,233.79	\$23,333.32	112.43 %	\$52,134.73	(49.68)%	\$35,000.00
10-5901	Staff Certifications	\$0.00	\$166.67	\$150.00	\$1,333.32	11.25 %	\$0.00	0.00 %	\$2,000.00
10-5902	Tuition Reimbursement	\$0.00	\$0.00	\$435.60	\$0.00	0.00 %	\$0.00	0.00 %	\$0.00
10-5907	H2050 Stie Visit Travel	\$100.00	\$0.00	\$61,162.62	\$87,500.00	69.90 %	\$0.00	0.00 %	\$87,500.00
Total Travel and Conferences		\$6,833.46	\$3,083.34	\$87,982.01	\$112,166.64	78.44 %	\$52,134.73	68.76 %	\$124,500.00
Transfers									
10-8000	Transfers	\$0.00	(\$4,308.33)	\$0.00	(\$34,466.68)	0.00 %	\$7,624.40	(100.00)%	(\$51,700.00)
Total Transfers		\$0.00	(\$4,308.33)	\$0.00	(\$34,466.68)	0.00 %	\$7,624.40	(100.00)%	(\$51,700.00)
10-5950	Capital Outlays	\$0.00	\$4,000.00	\$6,420.83	\$64,000.00	10.03 %	\$4,275.00	50.19 %	\$80,000.00
Total MAPA Non-personnel		\$13,911.28	\$22,867.52	\$267,629.52	\$354,479.80	75.50 %	\$253,369.28	5.63 %	\$470,950.00
Total MAPA Activities		\$134,418.45	\$175,249.61	\$1,389,075.26	\$1,573,536.40	88.28 %	\$1,310,867.04	5.97 %	\$2,299,535.00
Contracts and Pass-through									
10-5400	Contracts	\$92,826.63	\$0.00	\$297,442.92	\$175,000.00	169.97 %	\$123,749.59	140.36 %	\$350,000.00
10-5410	Aerial Photo Expense	\$0.00	\$0.00	\$140,631.12	\$148,227.00	94.88 %	\$0.00	0.00 %	\$296,454.00
10-5420	Pass Through Contracts -	\$10,372.83	\$0.00	\$149,110.50	\$432,750.00	34.46 %	\$222,348.23	(32.94)%	\$865,500.00
10-5430	Pass Through Contracts - STP	\$21,245.99	\$0.00	\$224,914.04	\$556,906.50	40.39 %	\$1,009,460.95	(77.72)%	\$1,113,813.00
10-5440	In-Kind Expense	\$19,286.87	\$0.00	\$160,960.52	\$62,071.00	259.32 %	\$391,751.63	(58.91)%	\$124,142.00
Subtotal Contracts and Pass-Through		\$143,732.32	\$0.00	\$973,059.10	\$1,374,954.50	70.77 %	\$1,747,310.40	(44.31)%	\$2,749,909.00
Total Expenses		\$278,150.77	\$175,249.61	\$2,362,134.36	\$2,948,490.90	80.11 %	\$3,058,177.44	(22.76)%	\$5,049,444.00
NET SURPLUS/(DEFICIT)		(\$164,820.91)	(\$158,157.94)	(\$84,363.72)	(\$24,396.58)	345.80 %	(\$138,799.70)	(39.22)%	\$0.00

Metropolitan Area Planning Agency

Statement of Revenues and Expenditures

February 28, 2019

		Revolving Loan		Housing Activities		MAMA		Total YTD
		Feb. 1-28	July 1 - Feb. 28	Feb. 1-28	July 1- Feb. 28	Feb. 1-28	July 1- Feb. 28	
Revenues								
20-4520	Investment Earnings	(\$1,433.27)	\$895.16	(\$1,527.88)	\$0.00	\$54.24	\$410.11	\$1,305.27
20-4700	Motorist Assist Income	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$26,575.00	\$26,575.00
Total Revenues		(\$1,433.27)	\$895.16	(\$1,527.88)	\$0.00	\$104.24	\$26,985.11	\$27,880.27
Expenses								
20-5320	Professional Services	\$0.00	\$0.00	\$0.00	\$1,155.00	\$0.00	\$0.00	\$1,155.00
20-5400	Contracts	\$0.00	\$0.00	\$1,000.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00
20-6000	Auto - Gas/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$709.38	\$709.38
20-6075	Miscellaneous Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$270.00	\$2,847.39	\$2,847.39
20-6083	Insurance - Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
20-6088	Telephone - Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$85.70	\$677.21	\$677.21
20-6098	Vehicle Purchases - Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,542.00	\$27,542.00
Total Expenses		\$0.00	\$0.00	\$1,000.00	\$2,655.00	\$355.70	\$32,275.98	\$34,930.98
NET SURPLUS/(DEFICIT)		(\$1,433.27)	\$895.16	(\$2,527.88)	(\$2,655.00)	(\$251.46)	(\$5,290.87)	(\$7,050.71)



Subcontractor Payment Authorization

Contract Number: VJ1801
Contract Party: Economic Development Research Group, Inc.
Contract Description: Transit Return on Investment Study
Contract Approved by Board of Directors: October 26, 2017
Contact Amount: \$175,609.74
Match Amount: \$0.00
Contract Period:

Payment # 10

Billed to Date: \$ 134,327.38
Less Previous Payments: \$ 127,022.20
Amount Due: \$ 7,305.18

Payment Recommended By: _____
Responsible Charge / MAPA Staff Member

Department Manager

MAPA Executive Director

Approved by MAPA Finance Committee: _____
Date

MAPA Treasurer/Finance Committee Member

Economic Development Research Group, Inc.

155 Federal Street, Suite 600
Boston, MA 02110

Invoice

BILL TO:

Omaha-Council Bluffs Metropolitan Area
Planning Agency
Attn: Travis Halm, Associate Planner
2222 Cumming Street
Omaha, NE 68102-4328

INVOICE NO: 769-10
DATE 3/29/2019
TERMS: Net 30
DUE DATE 4/28/2019

Transit Return on Investment Study (769)

	LABOR	HRS	RATE	AMOUNT
Transit Return on Investment Study Project #PL-55, Control #00978, Agreement No. VJ1801				
For the period of February 1-28, 2019 Professional Services				
Direct labor:				
Economic Analyst	Adam Winston	0	46.75	0.00
Economic Analyst	Cecilia Viggiano	0	46.75	0.00
Principal	Glen Weisbrod	1	✓ 87.44	87.44
Economic Analyst	Kyle Schroeckenth...	0	✓ 46.75	0.00
Senior Advisor	Mark Sieber	0	✓ 54.81	0.00
Project Manager	Naomi Stein	✓ 0.5	✓ 46.75	23.38
Overhead (185.21%)	Fee	✓ 110.82	✓ 1.8521	205.25 ✓
Fee (15%)	Fee	316.07	✓ 0.15	47.41 ✓
	Expenses	✓		
JEO Inv. #108106; Feb 1-8, 2019			6,798.82	6,798.82 ✓
JEO Inv. #108541; Feb 9 - March 8, 2019			142.88	142.88
Total JEO invoices (see attached invoices for details)				6,941.70
Total Due				\$7,305.18 ✓

Cost Breakdown Form

for LPA Reimbursement

Agency Name: METROPOLITAN AREA PLANNING AGENCY	
Control No.: 00978	Project No.: PL-55
Project Location: Omaha, NE	
Agreement No.: VJ1801	
Invoice No.: 769-10	Invoice Date: 3/29/19
Current Billing Period: 2/01/19 thru 2/28/19	
Maximum Not-to-Exceed Amount	
\$175,609.74	

	Amount		
	This Period	Previously Billed	To Date
Labor	\$363.48	\$89,912.15	\$90,275.63
Costs (Non-Labor)	\$0	\$12,766.18	\$12,766.18
Outside Services (Subconsultants):			
Name	Max Amount		
JEO Inc.	\$50,137.27	\$6,941.70	\$24,343.87
Metro Analytics	\$7,500.00	\$0	\$0.00
	Total Amount Due	\$7,305.18	\$127,022.20
		✓	✓

\$134,327.38

12:46 PM

04/02/19

Economic Development Research Group, Inc.
Time by Job Detail
February 2019

Date	Name	Duration
Omaha - Council Bluffs MAPA:Transit Return on Investment Study (769)		
Labor:Glen Weisbrod		
02/05/2019	Weisbrod, Glen	1:00
Total Labor:Glen Weisbrod		1:00
Labor:Naomi Stein		
02/04/2019	Stein, Naomi	0:15
02/12/2019	Stein, Naomi	0:15
Total Labor:Naomi Stein		0:30
Total Omaha - Council Bluffs MAPA:Transit Return on Investment Study (769)		1:30
TOTAL		1:30



Engineering | Architecture | Surveying | Planning

Invoice

February 18, 2019

Project No: R171390.00

Invoice No: 108106

Glen Weisbrod
Economic Development Research Group, Inc.
155 Federal Street, Suite 600
Boston, MA 02110

Project Manager Steven Wolf

NDOT Project Number

Control Number

Agreement Number

Project R171390.00 MAPA Transit Return on Investment Study

Professional Services for the Period: February 1, 2019 to February 8, 2019

Phase 204PR Management

Hours this Invoice

		Hours	Rate	Amount
Wolf, Steven	1/15/2019	2.00	61.30	122.60
Wolf, Steven	1/23/2019	3.00	61.30	183.90
Totals		5.00		306.50
Total Labor				306.50

Additional Fees

Overhead	185.34 % of 306.50	568.07
Fixed Fees	15.00 % of 874.57	131.19
Total Additional Fees		699.26
Total this Phase		\$1,005.76

Phase 304EN Stakeholder Engagement

Hours this Invoice

		Hours	Rate	Amount
Dittmer, Lynn	1/8/2019	1.00	38.13	38.13
Dittmer, Lynn	1/9/2019	2.00	38.13	76.26
Dittmer, Lynn	1/10/2019	2.00	38.13	76.26
Dittmer, Lynn	1/11/2019	.50	38.13	19.07
Dittmer, Lynn	1/14/2019	1.00	38.13	38.13
Dittmer, Lynn	1/15/2019	1.00	38.13	38.13
Dittmer, Lynn	1/23/2019	3.00	38.13	114.39
Dittmer, Lynn	1/24/2019	5.00	38.13	190.65
Dittmer, Lynn	1/29/2019	1.00	38.13	38.13
Gebhart, Andrea	1/28/2019	.75	32.44	24.33
Mainquist, Cynthia	1/24/2019	.25	19.60	4.90



Engineering | Architecture | Surveying | Planning

Invoice

March 14, 2019

Project No: R171390.00

Invoice No: 108541

Glen Weisbrod
Economic Development Research Group, Inc.
155 Federal Street, Suite 600
Boston, MA 02110

Project Manager Steven Wolf

NDOT Project Number

Control Number

Agreement Number

Project R171390.00 MAPA Transit Return on Investment Study

Professional Services for the Period: February 9, 2019 to March 8, 2019

Phase 304EN Stakeholder Engagement

Hours this Invoice

		Hours	Rate	Amount
Dittmer, Lynn	2/28/2019	1.00	38.13	38.13
Mattheis, Katy	2/12/2019	.25	21.64	5.41
Totals		1.25		43.54
Total Labor				43.54

Additional Fees

Overhead	185.34 % of 43.54	80.70
Fixed Fees	15.00 % of 124.24	18.64
Total Additional Fees		99.34

Billing Limits

	Current	Prior	To-Date
Total Billings	142.88	26,431.48	26,574.36
Limit			41,719.17
Remaining			15,144.81

Total this Phase \$142.88

Total Amount Due Upon Receipt \$142.88

Outstanding Invoices

Number	Date	Balance
107496	1/9/2019	3,686.69
108106	2/18/2019	6,798.82
Total		10,485.51

Email invoice to: Glen Weisbrod; gweisbrod@edrgroup.com, Naomi Stein; nstein@edrgroup.com

Project	R171390.00	MAFA Transit Return on Investment Study			Invoice	100100
Mattheis, Katy	1/23/2019	3.50	21.64	75.74		
Mattheis, Katy	1/24/2019	8.75	21.64	189.35		
Mattheis, Katy	1/25/2019	5.25	21.64	113.61		
Mattheis, Katy	1/28/2019	1.00	21.64	21.64		
Mattheis, Katy	1/29/2019	.25	21.64	5.41		
Ray, Jeffrey	1/10/2019	1.00	57.87	57.87		
Ray, Jeffrey	1/15/2019	1.00	57.87	57.87		
Ray, Jeffrey	1/29/2019	1.00	57.87	57.87		
Wolf, Steven	1/24/2019	6.00	61.30	367.80		
Wolf, Steven	1/25/2019	1.00	61.30	61.30		
Totals		46.25		1,666.84		
Total Labor					1,666.84	
Additional Fees						
Overhead		185.34 % of 1,666.84		3,089.32		
Fixed Fees		15.00 % of 4,756.16		713.42		
Total Additional Fees				3,802.74		3,802.74
Billing Limits		Current	Prior	To-Date		
Total Billings		5,469.58	20,961.90	26,431.48		
Limit				41,719.17		
Remaining				15,287.69		
			Total this Phase			\$5,469.58

Phase 504IP Data Analysis

Hours this Invoice

		Hours	Rate	Amount		
Sloss, Clinton	1/10/2019	2.00	32.86	65.72		
Sloss, Clinton	1/11/2019	1.00	32.86	32.86		
Totals		3.00		98.58		
Total Labor					98.58	
Additional Fees						
Overhead		185.34 % of 98.58		182.71		
Fixed Fees		15.00 % of 281.29		42.19		
Total Additional Fees				224.90		224.90
Billing Limits		Current	Prior	To-Date		
Total Billings		323.48	0.00	323.48		
Limit				3,741.86		
Remaining				3,418.38		
			Total this Phase			\$323.48
			Total Amount Due Upon Receipt			\$6,798.82

Outstanding Invoices

Number	Date	Balance
105077	9/11/2018	2,505.36
105775	10/11/2018	1,636.86
106331	11/15/2018	3,737.36
106916	12/12/2018	2,219.05
107496	1/9/2019	3,686.69
Total		13,785.32

Email invoice to: Glen Weisbrod; gweisbrod@edrgroup.com, Naomi Stein; nstein@edrgroup.com

Progress Report – Omaha Transit ROI Study

Month: February 1-28, 2019

Work Completed This Month:

- Follow up from Stakeholder Meeting #3/Discussion of next steps

Work Underway for Progress Next Month:

- N/A – awaiting feedback from MAPA

Per guidance from MAPA, project is currently on hold pending feedback from MAPA and partners on the next steps.

The EDR Group team is available to discuss how best to align our collective resources with MAPA and the ROI study's goals. We look forward to working together towards study completion and building a compelling transit ROI story in Omaha.

We have requested an update from MAPA staff on expected timeline to support staff availability planning.

WELLCOM

Community Engagement Center Room 219
University of Nebraska at Omaha
6001 Dodge Street
Omaha, NE 68182-0874
(402) 934-5795
tnelson@elevatingwellness.org



Invoice

BILL TO

MAPA
2222 Cuming St
Omaha, NE 68102

INVOICE # 4175**DATE** 03/31/2019**DUE DATE** 04/30/2019**TERMS** Net 30

ACTIVITY

AMOUNT

Grant
Personnel

1223.48 1,233.73

Grant
Travel

10.25

Grant
Office Supplies

0.00

Grant
Other

0.00

BALANCE DUE

\$1,243.98

1,233.73

Indirect Cost of
10% not Included
unless figured
into Personnel
rates. Travel
Doubled.

AM

MAPA GRANT: SHANE WAREHIME

Total Hours.....50 (\$19.21/hour) = \$960.50
Mileage.....18.8 (\$0.545/mile) = \$10.25
Feb/March Total.....\$970.75

HOURS		
Date:	Hours:	Work Activities
2/5	4	MAPA-WELLCM Planning Meeting, grant planning
2/6	4	Grant planning
2/13	5	Emails, turn key docs
2/20	4	Toolkit updates
2/28	5	MAPA-WELLCOM Meeting
3/6	4	Toolkit updates
3/7	4	Toolkit updates
3/13	4	Bike to Work Day Meeting, communication plan
3/18	6	Toolkit updates
3/22	5	Emails, communications plan
3/27	5	Emails, communications plan
		Total Hours: 50
MILEAGE		
Date:	Miles:	Work Activities
2/18/19	9.4	MAPA-WELLCOM Planning Meeting
3/13/19	9.4	Bike to Work Meeting
		Total Miles: 18.8

MAPA GRANT: Justin Holes

Feb & March 2019

Total Hours.....9 (\$29.22/hour) = \$262.98

Mileage.....0 (\$0.545/mile) = 0

Feb/March Total.....\$262.98 ✓

HOURS		
Date:	Hours:	Work Activities
2/5	2	MAPA-WELLCM Planning Meeting, grant planning and strategy
3/6	1	Review progress report template and billing
3/25	2	Walking map development discussion with interested company (SilverStone)
3/27	2	Review Grant Progress Report, update on interested company
3/29	2	Complete progress report and invoicing. Review with accounting
		Total Hours: 9
MILEAGE		
Date:	Miles:	Work Activities
		Total Miles: 0

Task 1: Little Steps, Big Impact Coordination	Hours Available	Hours Completed	Completion %	February (hours/description)	March (hours/description)
<i>MAPA retains a public relations/marketing consultant responsible for facilitating the on-going "Little Steps. Big Impact." ozone awareness campaign and related community outreach. WELLCOM will serve as the representative of major employers on this group, providing input on opportunities to connect the campaign's messaging and resources to worksites throughout the region. Specific work elements include:</i>					
Participate in (4) little steps, big impact stakeholder meetings, including workplan development	16	0	0.0%		
Provide updates to MAPA on employer-related activities throughout the year	15	9	60.0%	5 Met with MAPA on 2/5 to cover grant details and plan activities. Met with MAPA on 2/28 to discuss toolkit updates, communication plan, and Bike to Work Day.	4 Bike to Work Day meeting on 3/13. Met with team, caught up on previous activities, planned WELLCOM's involvement. Created email template to send to WELLCOM members to seek participation/volunteers.
Project Management Overhead Cost (8 hours / Month)	96	9	9.4%	2	7

MAPA-WELLCOM Planning Meeting on 2/5. Devised grant objective implementation strategies and administrative processes.

Finalized progress report template and processes. Met with accounting department to discuss grant billing and invoicing processes and procedures.

Task 2: Employer Communication Plan

WELLCOM's Active Commuting Tool-Kit provides an inventory of resources and information about transportation-related benefits, programs, and policies. Discussions between MAPA and WELLCOM revealed an opportunity to package these resources to make the recommendations of the tool-kit easier to implement. MAPA's communications staff is available to assist with the branding, design and content development related to the communications tool-kit. Specific work elements include:

Coordination and on-going communication MAPA's communications staff on branding, approach and content of communications plan and templates

30 0 0.0%

Oversight and development of outline for how communications plan will be incorporated into Active Commuting Toolkit

40 12 30.0%

4

8

				Researched effective worksite wellness communication strategies, including email timing, content, etc.	Continued research. Began creating an outline of communications plan.
Development of email content, templates	80	8	10.0%		8
					Alongside communications plan, began to create and email schedule and
Update Active Commuting Toolkit - Revamp layout, formatting, and content	80	21	26.3%	6	15
				Determined where updates are necessary. Began making initial revisions.	Worked on initial edits that were identified in Feb. meeting with MAPA.
Participation in up to two (2) stakeholder meetings with transportation partner organizations	8	0	0.0%		
Task 3: Active Community Outreach Support					

During the initial development of the Active Commuting Tool-Kit, WELLCOM retained consulting services to conduct surveys at local employers and develop work plans. MAPA and WELLCOM recognized an opportunity to build on this work and identify opportunities for implementing the Active Commuting Tool-Kit at area employers and MAPA will be procuring for such services in late 2018/early 2019. Implementation of WELLCOM's Walk-It Tool-Kit and promotional of physical activity during the work day is another opportunity for partnership between MAPA and WELLCOM. Specific work elements include:				
Provide input into RFP development and participate in MAPA's RFP selection committee for the Active Commuting consultation services	10	0	0.0%	
Support MAPA and consultant effort to identify employers and worksites interested in participating in employee surveys, focus groups, and/or policy development	15	0	0.0%	
Participate in up to four (4) coordination meetings between MAPA and the Active Commuting consulting services	16	0	0.0%	

Promote services at up to two (2) quarterly and/or WELLCOM events with representatives from local employers	20	0	0.0%	
Identify up to two (2) employers to implement revised worksite walking maps and destination directories	50	0	0.0%	
Identify up to two (2) employers for MAPA staff to conduct "block talks" or walk audits	50	0	0.0%	



Omaha - Council Bluffs
Metropolitan Area
Planning Agency

2222 Cuming Street
Omaha, NE 68102
(402) 444-6866

PURCHASE ORDER

DATE: 4/9/2019
VENDOR: NARC
PURCHASER: C Brownell
PAYMENT METHOD: Agency Credit Card

FOR: NARC Annual Conference

QTY	UNIT PRICE	DESCRIPTION	CODING	TOTAL
5	595	NARC Conference Registration - Board Member	11-6080 99998-01	\$2,975.00
10	595	NARC Conference Registration - Staff	28000-01 19NDOT02	\$5,950.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
SUBTOTAL				\$8,925.00
SALES TAX				
SHIPPING				
OTHER				
TOTAL				\$8,925.00

(up to -
assume
we will
receive
discounts
or comp
tickets)

DEPARTMENT MANAGER	DATE	ACTUAL TOTAL	\$
		DIFFERENCE	\$

IF OVER \$100


EXECUTIVE DIRECTOR

4-9-19

DATE

IF OVER \$5,000

TREASURER / FINANCE COMMITTEE MEMBER

DATE

IF OVER \$10,000

MAPA BOARD CHAIR / MEMBER

DATE

IF ACTUAL EXPENSES ARE OVER 10% GREATER THAN PREVIOUSLY APPROVED

REAPPROVE:

DEPARTMENT MANAGER

EXECUTIVE DIRECTOR

FINANCE MEMBER

BOARD MEMBER



Omaha - Council Bluffs
Metropolitan Area
Planning Agency

2222 Cuming Street
Omaha, NE 68102
(402) 444-6866

PURCHASE ORDER

DATE: 4/16/2019
VENDOR: PSAV
PURCHASER: C Brownell
PAYMENT METHOD: Agency Credit Card

FOR: Summit A/V

QTY	UNIT PRICE	DESCRIPTION	CODING	TOTAL
6921	1	Summit AV		\$6,921.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
SUBTOTAL				\$6,921.00
SALES TAX				
SHIPPING				
OTHER				
TOTAL				\$6,921.00

Karna Levenson 4-16-19
DEPARTMENT MANAGER DATE

ACTUAL TOTAL	\$
DIFFERENCE	\$

IF OVER \$100

[Signature] 4-16-19
EXECUTIVE DIRECTOR DATE

IF OVER \$5,000

TREASURER / FINANCE COMMITTEE MEMBER DATE

IF OVER \$10,000

MAPA BOARD CHAIR / MEMBER DATE

IF ACTUAL EXPENSES ARE OVER 10% GREATER THAN PREVIOUSLY APPROVED

REAPPROVE:

DEPARTMENT MANAGER

EXECUTIVE DIRECTOR

FINANCE MEMBER

BOARD MEMBER

EVENT ESTIMATE

MAPA

05/08/2019 - 05/08/2019
Hilton Omaha

You invest a lot to make the experience as impactful as possible.

You strive to ensure your message hits its target.

At PSAV, we invest in every step of the process, from planning to execution, to help bring your vision to life.



Aligning with you

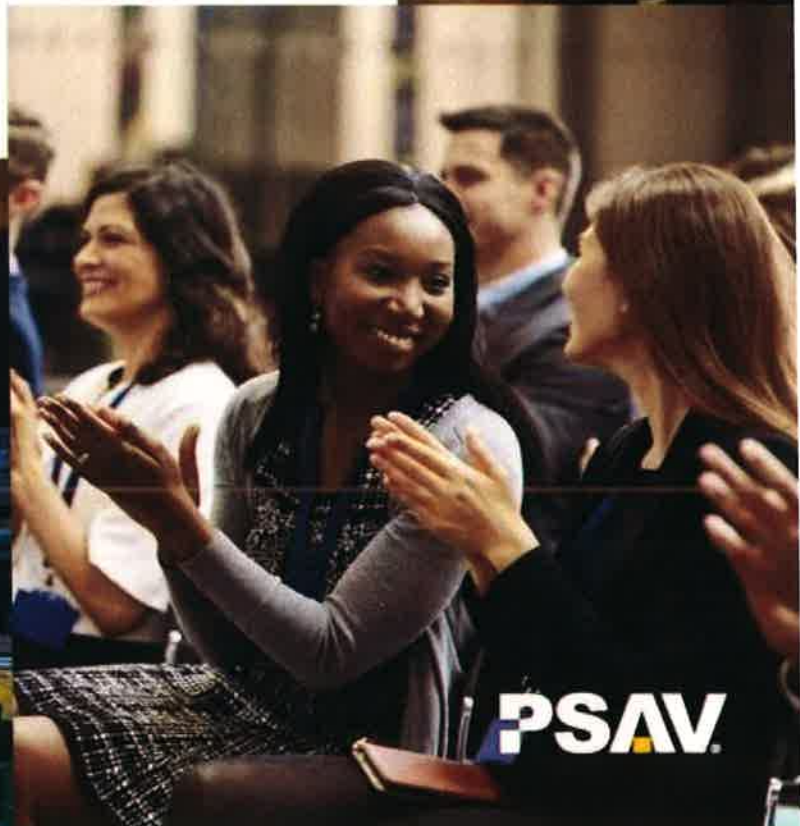
Through listening and understanding your goals, we work in lockstep with you to ensure your unique event blends creativity and innovative technology for an inspiring experience.

Prepared for anything

We deliver 1.5 million meetings and events per year and understand how to orchestrate a successful event. Whether planning for impactful breakout sessions, intimate gatherings, or large-scale business and social productions, we bring live and virtual events to life. We're ready for anything, and we've got your back every step of the way.

Unmatched resources

Over 8,500 highly skilled and passionate team members join forces with more than 40 production branches, and using our unique property knowledge, develop innovative, research-based solutions and experiences to ensure your success.



PSAV



Hilton Omaha
1001 Cass St
Omaha, NE 68102
Tel: 402-346-6434

Currency: USD

Page 1 of 6

Quote # 1554-7477

MAPA
Attn: Christina Brownell
2222 Cuming St.
Omaha, NE 68102

Contact Name: Christina Brownell
Contact Phone: 402-444-6866
Email: cbrownell@mapacog.org
Quote No: 1554-7477

Show Date(s): **05/08/2019 - 05/08/2019**
Show Name: **Heartland 2050 Summit**
Show Location: **Hilton Omaha**
1001 Cass St
Omaha, NE 68102

Sales Representative: Alex Murphy
Hotel CS Manager: Gina Rogers
Hotel Sales Manager: Gina Rogers

Conveyance Method: Pickup
Billing Method: Master

	Gross	Discount	Complimentary	Ext. Price
Equipment Rental	\$4,950.00	\$956.40	\$168.00	\$3,825.60
HSIA - WiFi Services	\$300.00			\$300.00
Operator Labor	\$540.00			\$540.00
Setup/Strike Labor	\$1,087.50			\$1,087.50
Event Technology Support	\$1,168.86			\$1,168.86
Subtotal	\$8,046.36	\$956.40	\$168.00	\$6,921.96

Total Estimate

\$6,921.96

*NO CHARGES OR AMOUNTS WHATSOEVER UNDER THIS AGREEMENT/QUOTE ARE PURPORTED OR INTENDED TO BE A GRATUITY FOR PSAV STAFF OR THE HOTEL'S SERVICE STAFF AND NO AMOUNTS CHARGED BY PSAV WILL BE DISTRIBUTED TO PSAV STAFF OR THE HOTEL'S SERVICE STAFF AS A GRATUITY.

PSAV
 Prepared For: MAPA
 Quote No: 1554-7477
 Total Estimate: \$6,921.96

Page 2 of 6

Date: 05/08/2019 - 05/08/2019

Room: *General 2nd Floor HSIA Wireless

Time: 7:00AM - 5:00PM

Equipment And Sales

Qty	Item Description	Days Billed	Rate	Subtotal
1	*HSIA Wireless connection	1	\$300.00	\$300.00
1	Wireless Internet Connection		\$300.00	
Equipment And Sales Subtotal				\$300.00
Subtotal:				\$300.00

Date: 05/08/2019 - 05/08/2019

Room: Grand Central A-C

Time: 8:00AM - 2:00PM

Equipment And Sales

Qty	Item Description	Days Billed	Rate	Ext. Price	Discount Amt	Subtotal
<i>Video</i>						
1	7'6"x13'4" Fast Fold Screen - Front Projection	1	\$680.00	\$680.00	\$136.00	\$544.00
2	7'6"x13'4" Dress Kit Black		\$130.00	\$130.00	\$26.00	
2	7'6"x13'4" Screen Frame		\$550.00	\$550.00	\$110.00	
2	7'6"x13'4" Front Fabric		\$0.00	\$0.00		
1	*Projector SupportPackage	1	\$124.00	\$124.00	\$24.80	\$99.20
2	6' AC Power Strip		\$42.00	\$42.00	\$8.40	
2	34" Rolling Cart		\$40.00	\$40.00	\$8.00	
2	25' AC Cable		\$42.00	\$42.00	\$8.40	
1	1X4 HDMI DA	1	\$180.00	\$180.00	\$36.00	\$144.00
2	6500 Lumen 1920x1200 LCD Projector	1	\$930.00	\$1,860.00	\$372.00	\$1,488.00
<i>Scenic</i>						
1	Drape - Black	1	\$290.00	\$290.00	\$58.00	\$232.00
2	16'x13' Velour Drape, Black		\$290.00	\$290.00	\$58.00	
<i>Audio</i>						
1	Wireless Handheld Microphone	1	\$435.00	\$435.00	\$87.00	\$348.00
3	Beta 58 Wireless Handheld Mic		\$0.00	\$0.00		
3	UHF Wireless Mic Receiver		\$435.00	\$435.00	\$87.00	
1	Wireless Lavalier Microphone	1	\$145.00	\$145.00	\$29.00	\$116.00
1	UHF Wireless Mic Receiver		\$145.00	\$145.00	\$29.00	
1	UHF Wireless BeltPack & Lav Mic		\$0.00	\$0.00		
1	*PC/Sound Patch	1	\$44.00	\$44.00	\$8.80	\$35.20
1	Passive Direct Box		\$44.00	\$44.00	\$8.80	

PSAV

Prepared For: MAPA
 Quote No: 1554-7477
 Total Estimate: \$6,921.96

Page 3 of 6

1	14 Channel Compact Recording Mixer	1	\$110.00	\$110.00	\$22.00	\$88.00
<i>Lighting</i>						
1	Lights - 12 Track-Lights (Grand Ballroom only)	1	\$160.00	\$160.00	\$32.00	\$128.00
8	Track Light		\$160.00	\$160.00	\$32.00	
3	LED Accent Light	1	\$38.00	\$114.00	\$22.80	\$91.20
<i>Power</i>						
4	25' AC Cable	1	\$21.00	\$84.00		\$84.00
4	3' AC Power Strip	1	\$21.00	\$84.00		\$84.00
Equipment And Sales Subtotal						\$3,313.60

Labor

Qty	Item Description	Rate	OT Rate	DT Rate	Days	Reg Hrs	OT Hrs	DT Hrs	Subtotal
<i>Labor</i>									
2	Technician To Set/Strike	\$75.00	\$112.50	\$150.00		6.00	0.00	0.00	\$900.00
1	Technician - Operate	\$90.00	\$135.00	\$180.00		6.00	0.00	0.00	\$540.00
Labor Subtotal									\$1,440.00

Equipment And Sales

Qty	Item Description	Days Billed	Rate	Ext. Price	Discount Amt	Subtotal
Subtotal:						\$4,753.60

Date: 05/08/2019 - 05/08/2019

Room: Grand Central D

Time: 8:00AM - 5:00PM

1	*Projector SupportPackage	1	\$127.00	\$127.00	\$25.40	\$101.60
1	6' AC Power Strip		\$21.00	\$21.00	\$4.20	
1	34" Rolling Cart		\$20.00	\$20.00	\$4.00	
1	8' Tripod Screen		\$65.00	\$65.00	\$13.00	
1	25' AC Cable		\$21.00	\$21.00	\$4.20	
1	Wireless Handheld Microphone	1	\$145.00	\$145.00	\$29.00	\$116.00
1	Beta 58 Wireless Handheld Mic		\$0.00	\$0.00		
1	UHF Wireless Mic Receiver		\$145.00	\$145.00	\$29.00	
1	4 Channel Mixer (4 Mic 1 Line)	1	\$48.00	\$48.00	\$9.60	\$38.40
1	Technician To Set/Strike	\$75.00			1.25 0.00 0.00	\$93.75

PSAV
 Prepared For: MAPA
 Quote No: 1554-7477
 Total Estimate: \$6,921.96

Page 4 of 6

Subtotal:	\$349.75
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Date: 05/08/2019 - 05/08/2019

Room: Grand Central E

Time: 8:00AM - 5:00PM

1 *Projector SupportPackage	1	\$127.00	\$127.00	\$25.40	\$101.60
1 6' AC Power Strip		\$21.00	\$21.00	\$4.20	
1 34" Rolling Cart		\$20.00	\$20.00	\$4.00	
1 8' Tripod Screen		\$65.00	\$65.00	\$13.00	
1 25' AC Cable		\$21.00	\$21.00	\$4.20	
1 Wireless Handheld Microphone	1	\$145.00	\$145.00	\$29.00	\$116.00
1 Beta 58 Wireless Handheld Mic		\$0.00	\$0.00		
1 UHF Wireless Mic Receiver		\$145.00	\$145.00	\$29.00	
1 4 Channel Mixer (4 Mic 1 Line)	1	\$48.00	\$48.00	\$9.60	\$38.40
1 Technician To Set/Strike	\$75.00		1.25 0.00 0.00		\$93.75
Subtotal:					\$349.75

				Ext. Price
Event Technology Support				\$1,168.86
	Gross	Discount	Complimentary	Ext. Price
Subtotal	\$8,046.36	\$956.40	\$168.00	\$6,921.96

Total Estimate	\$6,921.96
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*NO CHARGES OR AMOUNTS WHATSOEVER UNDER THIS AGREEMENT/QUOTE ARE PURPORTED OR INTENDED TO BE A GRATUITY FOR PSAV STAFF OR THE HOTEL'S SERVICE STAFF AND NO AMOUNTS CHARGED BY PSAV WILL BE DISTRIBUTED TO PSAV STAFF OR THE HOTEL'S SERVICE STAFF AS A GRATUITY.

Thank you for your business.

GENERAL TERMS and CONDITIONS

1. **ACCEPTANCE.** This Quote will be valid for a period of thirty (30) days from the Quote Date ("Acceptance Period"). In the event this Quote is not accepted, signed and returned to PSAV within the Acceptance Period, it will be void. All prices are subject to change without notice following the Acceptance Period.
2. **ESTIMATE.** This Quote was developed based upon information provided by the undersigned customer ("Customer"). This Quote is only an estimate of equipment and services to be provided in connection with the applicable event ("Event"). In the case where the actual amount of equipment, services and labor provided in connection with the Event is greater than the amount specified in this Quote, Customer shall be charged for such additional equipment, services and/or labor (including rental fees and freight) at prevailing standard rates. Unless otherwise itemized on the Quote, all pricing excludes sales tax, freight, shipping/handling and electrical charges (if applicable to the Event) which will be charged and due upon final invoice. Sales tax exempt entities must submit sales tax exemption certificates prior to the commencement of the Event. In the event tax exemption certificates are not received prior to the billing of the Event, sales tax will be due and payable at the time of final invoice.
3. **LABOR RATES.** Hourly labor rates, minimum calls, overtime labor rates, daily labor rates and per diems apply and are based upon prevailing rates and practices at the venue where the Event is being held and the business division providing the equipment and services. Labor estimates were developed based on information provided by the Customer. All Labor calls are subject to a minimum charge period based on local venue rules, servicing division policies, and/or Union rules, as they may apply. In the event that the employee works more hours than estimated in the Quote, the Customer will be billed the appropriate prevailing or premium rate for the additional hours worked.
4. **EVENT TECHNOLOGY SUPPORT.** Event Technology Support (ETS) covers additional support elements for the Event including, but not limited to, daily gear preparation, equipment testing and related consumable items necessary for the Event. ETS charges are not gratuities and are NOT paid in whole or in part to PSAV (or other) employees in connection with the Event and amounts comprising ETS are not otherwise shared with PSAV or other employees.
5. **SERVICE CHARGES.** If applicable and included in the Quote, Service Charges are billed by PSAV in association with an Event. Service Charges are NOT gratuities and are NOT paid in whole or in part to PSAV (or other) employees in connection with the Event and amounts comprising Service Charges are NOT otherwise shared with PSAV employees.
6. **EQUIPMENT RATES.** Unless otherwise noted, all rates are based upon per-room, per-day calculations with the minimum rental period being one calendar day. A day rental period consists of all or any portion of each 24-hour period starting at 12:00am and continuing through 11:59pm. Customer agrees to pay the rental fees described in this Quote for the stipulated period. Any equipment that is used and/or retained by Customer for a longer period shall be subject to PSAV's prevailing rates until the equipment is returned.
7. **EQUIPMENT HANDLING.** All equipment must be handled by PSAV personnel only. Equipment may not be moved, stored, or serviced by Customer or any other party. Customer may not operate the equipment unless authorized by PSAV. Customer will incur additional charges if equipment is moved or relocated by Customer or any other party. Customer agrees that PSAV shall be permitted free access to the equipment at any time before, during and/or after the Event for purposes of set/strike, maintenance and routine checks. PSAV retains all title and rights in and to the equipment and all related accessories.
8. **DAMAGE & SECURITY.** Customer shall be responsible for all equipment that is damaged, lost or stolen (whether by use, misuse, accident or neglect), unless caused by PSAV's negligence. In addition to amounts due to PSAV in connection with this Quote, Customer agrees to pay PSAV upon demand for all amounts incurred by PSAV on account of lost, damaged and stolen equipment, based upon repair costs for reparable equipment or full replacement cost for lost or irreparable equipment. In addition, Customer shall be responsible for rental fees while equipment is being repaired and/or replaced, as the case may be. If security is required by Customer or deemed necessary by PSAV to protect the equipment during the Event, Customer shall be responsible for all costs in connection with the provision of security.
9. **EQUIPMENT FAILURE.** PSAV maintains and services its equipment in accordance with the manufacturer's specifications and industry practice. PSAV does not, however, warrant or guarantee that the equipment or services being provided will be free of defect, malfunction or operator error. If the equipment malfunctions or does not operate properly during the Event for any reason whatsoever, Customer agrees to immediately notify a PSAV representative. PSAV will attempt to remedy the problem as soon as possible so that the Event is not interrupted. Customer agrees and acknowledges that PSAV assumes no responsibility or liability for any loss, cost, damage or injury to persons or property in connection with the Event as a result of inoperable equipment or otherwise.
10. **EVENT CANCELLATION.** If Customer cancels the Event or the provision of audiovisual equipment and services by PSAV more than **30 days** prior to the first day of the Event, no cancellation charges shall apply except for any expenses actually incurred by PSAV. Cancellations received at least **15 days** prior to the first day of the Event, shall be subject to a cancellation charge equal to **50%** of the entire estimate of charges contained in the most recent version of this Quote. Cancellations received **72 hours or less** before the first day of the Event, or after equipment has departed from its storage facility will be subject to a cancellation charge equal to **100%** of the total estimate of charges described on the most recent version of this Quote. Customer agrees and acknowledges that the cancellation charges described in this paragraph are reasonable and appropriate under the circumstances if Customer cancels the Event and/or cancels the provision of audiovisual equipment and services by PSAV. Cancellation fees, including fees to cover any incurred costs, shall be due immediately upon any such cancellation by Customer.
- ALL CANCELLATION NOTICES MUST BE IN WRITING AND RECEIVED BY PSAV'S ON-SITE REPRESENTATIVES BEFORE BECOMING EFFECTIVE. IF APPLICABLE - IF ANY CUSTOM SETS, GOBOS OR OTHER CUSTOM MATERIALS ARE REQUIRED FOR AN EVENT, AN ADDITIONAL CANCELLATION FEE WILL BE APPLICABLE AND DUE TO PSAV REGARDLESS OF THE DATE OF CANCELLATION IN AN AMOUNT EQUAL TO THE DIRECT AND INDIRECT COSTS INCURRED BY PSAV OR ITS AFFILIATES IN SECURING AND/OR CONSTRUCTING SUCH CUSTOM MATERIALS PLUS A 15% RESTOCKING FEE.
11. **PAYMENT. Master Account** - Customer may be required to establish a Master Account with the venue under the terms as set forth by the venue and prior to the commencement of the Event. Customer must notify PSAV if a Master Account has not been secured with the venue so that pre-payment or other payment arrangement can be made with PSAV for equipment and services in connection with the Event. Upon conclusion of the Event, Customer shall be required to make full and final payment via Customer's Master Account with the venue. **Direct Bill** - Customers that seek to be direct billed for equipment rental, labor and other services must establish credit with PSAV by completing a credit application at least 30-days prior to the first day of the Event or at signing of the contract if that date is within 30 days of the Event start date. Based on review of the credit application, the Customer may be required to make a deposit at least 30-days prior to the first day of the Event or at signing of the contract if such date is within 30 days of the first day of the Event. The deposit received will be credited to the final invoice for the Event. Customer shall be required to make full and final payment to PSAV within the terms determined based on the credit application.
12. **CHANGES TO CUSTOMER QUOTE.** Customer may make changes to equipment or services specified in the Quote and the above cancellation charges shall not apply if Customer requests changes to equipment or services within 24 hours of the Event so long as the overall charges in the revised Quote are within 10% of the original agreed Quote.
13. **INDEMNIFICATION.** Customer and PSAV each hereby forever agree to indemnify, defend and hold harmless the other for any and all claims, losses, costs (including reasonable attorneys fees and costs), damages and/or injury to property and persons (including death) as a result of the negligent acts, errors or omissions of each party and their respective employees, agents, representatives and contractors. Customer also agrees to indemnify, defend and hold harmless PSAV against all claims for copyright, patent or other intellectual property infringement including claims for licenses and royalties, as a result of PSAV's use of any and all, without limitation, Customer provided materials, recordings, transmissions, videos, software, hardware etc., in connection with the Event.
14. **LIMITATION OF LIABILITY.** Under no circumstances will PSAV be responsible for any indirect, special or consequential damages (including, but not limited to, loss of profits, interest, earnings or use) whether arising in contract, tort or otherwise in connection with the Event.
15. **FORCE MAJEURE.** Performance under this Quote may be delayed due to unforeseeable and unavoidable delays caused by federal, state or municipal actions, statutes, ordinances or regulations; acts of god, hurricanes, earthquakes, other adverse weather conditions; war or terrorism; strikes or other labor disputes; or other unforeseeable incidents outside of any responsible party's control which shall make such performance impossible and/or impractical. The party whose performance is so delayed shall give notice of the delay and its cause to the other party to whom performance is owed within five (5) days of the commencement of such delay.
16. **LOSS DAMAGE WAIVER (LDW).** If LDW applies and is quoted in the Event order and Customer does not elect to decline LDW for the Event, Customer understands that charges for loss or damage to PSAV owned equipment will be waived by PSAV. Customer further acknowledges and understands that if any loss or damage occurs, Customer will be required to participate in any investigation by PSAV, facility security and/or other authorities. If it is determined that the loss or damage was intentionally caused by Customer or its representatives, this LDW shall not apply and Customer will be fully responsible for all such loss or damage.
17. **MISCELLANEOUS.** This Quote shall be governed and interpreted in accordance with the laws of the state where the Event is located. Time is of the essence with respect to each party's obligation hereunder. The individuals signing this Quote each represent and warrant to the other that they have the proper authority to bind their respective parties to the provisions of this Quote. The provisions of this Quote may only be modified by written Quote signed between the parties.
18. **ADDITIONAL TERMS AND CONDITIONS.** From time to time, additional Event-specific terms may also be included throughout the Quote. Customer understands and agrees to any additional provisions contained within the Event Quote.

PSAV

Prepared For: MAPA
Quote No: 1554-7477
Total Estimate: \$6,921.96

Page 6 of 6

Approved By: _____

Printed On: 04/15/2019 09:24 AM

Prepared By: Alex Murphy

Prepared For: MAPA (Christina Brownell)

I acknowledge that I have been offered and refused to purchase Loss Damage Waiver (LDW). I understand that I will be held fully liable for any damage and/or loss to the above listed rented equipment.

Signed Acceptance must be received prior to delivery of equipment to Customer/show site.

Signature as Acceptance of the Proposal and Terms

Date of Acceptance



Subcontractor Payment Authorization

Contract Number: 18502300001
Contract Party: Intercultural Senior Center
Contract Description: Intercultural Senior Center
Contract Approved by Board of Directors: December 7, 2017
Contract Amount: \$15,900.00
Match Amount: \$15,900.00
Contract Period: December 1, 2017 - December 31, 2018

Payment # Final

Billed to Date: \$ 15,900.00
Less Previous Payments: \$ 12,031.91
Amount Due: \$ 3,868.09

Payment Recommended By: _____
Responsible Charge / MAPA Staff Member

Department Manager

MAPA Executive Director

Approved by MAPA Finance Committee: _____
Date

MAPA Treasurer/Finance Committee Member

Approved by MAPA Board of Directors: _____
Date

MAPA Board Chair/Member

Billing Summary

Project Name:	Intercultural Senior Center									
Contact Name:	Sarah Gilbert									
Billing Period:	Oct - Nov 2018									
	TOTAL	TOTAL	TOTAL	<i>Oct - Nov 2018</i>		TOTAL	Program to Date		Remaining	
BUDGET DETAIL	Year 1 Budget	BUDGET Federal	BUDGET Local Match	Federal Request	LOCAL MATCH	COST MONTH	Federal Request	LOCAL MATCH	Federal Request	LOCAL MATCH
A. OPERATING EXPENSES¹										
Grant NE-2016-015-04-01										
1.Driver Wages	\$ 31,800.00	\$ 15,900.00	\$ 15,900.00	\$ 3,868.09	\$ 3,869.08	\$ 7,737.17	\$ 15,900.00	\$ 15,900.00	\$ -	\$ -
Subtotal - Operating Expenses	\$ 31,800.00	\$ 15,900.00	\$ 15,900.00	\$ 3,868.09	\$ 3,869.08	\$ 7,737.17	\$ 15,900.00	\$ 15,900.00	\$ -	\$ -
B. PROGRAM TOTAL BUDGET	\$ 31,800	\$ 15,900	\$ 15,900	\$ 3,868	\$ 3,869	\$ 7,737	\$ 15,900	\$ 15,900	\$ -	\$ -
				24%	✓ 24%	24%	100%	100%	0%	0%

¹ 5310 funding for Operating Expenses may not exceed 50% of the total cost.

**Intercultural Senior Center
MAPA 2018 Expenses - Request #5**

Type	Date	Num	Source Name	Account	Amount	Balance	Request #5	Local Match
Paycheck	10/10/2018	DD1985	Alcazar, Carmen M	Salaries	1,080.00	1,080.00	1,080.00	
Paycheck	10/10/2018	DD1985	Alcazar, Carmen M	Payroll Taxes	66.96	1,146.96	66.96	
Paycheck	10/10/2018	DD1985	Alcazar, Carmen M	Payroll Taxes	15.66	1,162.62	15.66	
Paycheck	10/10/2018	DD1985	Alcazar, Carmen M	Payroll Taxes	17.60	1,180.22	17.60	
Paycheck	10/24/2018	DD2001	Alcazar, Carmen M	Salaries	1,080.00	2,260.22	1,080.00	
Paycheck	10/24/2018	DD2001	Alcazar, Carmen M	Payroll Taxes	66.96	2,327.18	66.96	
Paycheck	10/24/2018	DD2001	Alcazar, Carmen M	Payroll Taxes	15.66	2,342.84	15.66	
Paycheck	10/24/2018	DD2001	Alcazar, Carmen M	Payroll Taxes	17.61	2,360.45	17.61	
Paycheck	11/07/2018	DD2017	Alcazar, Carmen M	Salaries	1,080.00	3,440.45	1,080.00	
Paycheck	11/07/2018	DD2017	Alcazar, Carmen M	Payroll Taxes	66.96	3,507.41	66.96	
Paycheck	11/07/2018	DD2017	Alcazar, Carmen M	Payroll Taxes	15.66	3,523.07	15.66	
Paycheck	11/07/2018	DD2017	Alcazar, Carmen M	Payroll Taxes	17.60	3,540.67	17.60	
Paycheck	11/21/2018	DD2033	Alcazar, Carmen M	Salaries	<u>1,080.00</u>	4,620.67	327.42	
Paycheck	11/21/2018	DD2033	Alcazar, Carmen M	Payroll Taxes	66.96	4,687.63		66.96
Paycheck	11/21/2018	DD2033	Alcazar, Carmen M	Payroll Taxes	15.66	4,703.29		15.66
Paycheck	11/21/2018	DD2033	Alcazar, Carmen M	Payroll Taxes	17.61	4,720.90		17.61
Paycheck	10/10/2018	DD1986	Amaro, Enrique	Salaries	1,122.40	5,843.30		1,122.40
Paycheck	10/24/2018	DD2002	Amaro, Enrique	Salaries	1,122.40	6,965.70		1,122.40
Paycheck	11/07/2018	DD2018	Amaro, Enrique	Salaries	1,122.40	8,088.10		1,122.40
Paycheck	11/21/2018	DD2034	Amaro, Enrique	Salaries	400.66	8,488.76		400.66
					<u>8,488.76</u>	<u>8,488.76</u>	<u>3,868.09</u>	<u>3,868.09</u>

* Have additional match of 752.58



5310 Subrecipient Progress Report Form

Subrecipient Name: Intercultural Senior Center

Billing Period: October 1-November 30, 2018

Work Completed with Awarded Funds for Current Billing Period:

- Number of trips (1 person 1 way) provided:
 - Vehicle 2: 1363
- Miles travelled:
 - Vehicle 2: 3605.3

Anticipated Work for Next Billing Period:

- Anticipated number of trips:

Percent of Work Completed to Date: 100%

Do You Need Anything from MAPA/FTA?

- ☒ No
☐ Yes:

Are There Any Outstanding Issues?

- ☒ No
☐ Yes:

Items to Include with Report

- Timesheets
- Mileage logs

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
AND DOUGLAS COUNTY NEBRASKA
FOR THE COMPLETE COUNTS COMMITTEE**

1. **Parties** This Memorandum of Understanding (hereinafter referred to as "MOU") is made and entered into by and between the Omaha-Council Bluffs Metropolitan Area Planning Agency (hereinafter referred to as "MAPA"), and Douglas County, Nebraska (hereinafter referred to as "the County").
2. **Purpose** The purpose of this MOU is to establish the terms and conditions under which MAPA and the County will coordinate a Complete Counts Committee (hereinafter referred to as "CCC").
3. **Background** the County wishes to implement a CCC for the 2020 Census to coordinate local partners and outreach activities which provides an opportunity for everyone to be counted. CCC will utilize local knowledge, influence, and resources to educate communities and promote the census through locally based, targeted outreach efforts. See Attachment A for Scope of Services.
4. **Term of MOU** This MOU is effective upon the day and date signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect through December 31, 2019 with an opportunity to renew for an additional year through December 31, 2020.
5. **Conditions of MOU** The County shall pay to MAPA fifteen thousand dollars (\$15,000) due upon submittal of an invoice to the County. Should both parties agree, the County may extend services for an additional year and an additional fifteen thousand dollars (\$15,000).
6. **Signatures** In witness whereof, the parties to this MOU, through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

**OMAHA-COUNCIL BLUFFS
METROPOLITAN AREA PLANNING AGENCY**

ATTEST:

BY: _____
Board Chairperson Date

BY: _____
Date

PRINT NAME _____

PRINT NAME _____

DOUGLAS COUNTY, NEBRASKA

ATTEST:

BY: _____
Authorized Official Date

BY: _____
Date

PRINT NAME _____

PRINT NAME _____

PRINT TITLE _____

ATTACHMENT A

SCOPE OF SERVICES

The Omaha-Council Bluffs Metropolitan Area Planning Agency (MAPA) shall assist Douglas County to coordinate a Complete Counts Committee (CCC). This effort shall be conducted based on direction from the County Board or their appointed designee(s). This work shall include, but is not limited to, the following activities:

1. CCC project administration

MAPA will provide leadership in setting up meetings, creating agendas, recording minutes, and communicating with committee members.

2. CCC work group coordination

MAPA will coordinate or assist with administration and management of any working groups or subcommittees as directed by the CCC.

3. CCC grant writing

MAPA will be available to write grants applications from philanthropic or other potential resources to fund CCC outreach and engagement activities.

4. CCC technical support

MAPA, in collaboration with the Census Bureau and the Nebraska State Data Center, will provide mapping, data and technical support to the CCC as needed.

5. Community liaison

MAPA will assist Douglas County and the CCC through coordinating CCC activities with other ongoing planning efforts as directed by the CCC, including, but not limited to:

- Engagement with community leaders and the public
- Identifying opportunities to coordinate with other local and regional projects and activities
- Execution of communication and engagement

N. 24th Street Corridor Housing Market and Multimodal Transportation Study (Cuming Street to Ames Avenue)

Metropolitan Area Planning Agency | April 11, 2019

Project Understanding

The Metropolitan Planning Agency (MAPA) and the City of Omaha are developing the **N. 24th Street Corridor Housing Market and Multimodal Transportation Study** in partnership with the community. The planning area spans two miles of N. 24th Street from Ames Avenue on the north to Cuming Street on the south. The planning effort will:

- Overlay and analyze land use, development, urban design, transportation, and environmental implications of recent planning documents affecting the N. 24th Street corridor
- Analyze the corridor's existing and future housing market
- Recommend balanced development and redevelopment opportunities with affordable housing options, improved quality of life, and better economic development outcomes
- Explore connectivity options through a multimodal transportation lens that is based on what can be achieved within existing right-of-way and identify a path to implement those options
- Identify opportunities near existing and/or planned commercial nodes/hubs, mixed use centers, historic streetcar node locations, and cultural areas
- Make recommendations to improve the competitive position of the corridor within the City's urban core
- Meaningfully engage the corridor community to help identify challenges and craft solutions

Scope of Work

The **N. 24th Street Corridor Housing Market and Multimodal Transportation Study** must serve residents and businesses. It must also be designed to attract new development/redevelopment as an important part of an overall economic development and mobility program. Additionally, the study must serve as a guide for local government decision making. Vireo will lead the consultant team. AREA, Camiros, and TDG will provide support as subconsultants. Together, the Consultant Team will accomplish project tasks as organized into the following four phases: Listen, Explore, Develop, and Recommend.

Phase 1 – Listen (Spring – Fall 2019)

- **Task 1 – Project Management and Administration**

- Task 1.01 – The Consultant will develop a project schedule and implement a project management schedule that involves a combination of monthly conference calls and/or in-person **coordination meetings** with MAPA, City, and the Consultant Team.
- Task 1.02 – The Consultant will prepare monthly **invoices and progress reports**.
- Task 1.03 – Via digital link for downloading and uploading, the Consultant, City, and MAPA will **share data**, such as GIS and tabular data, gathered during the project.
- **Task 2 – Public Outreach and Presentations**
 - Task 2.01 – MAPA and the Consultant will collaborate to develop a **community engagement plan** for the project. The plan will describe engagement goals, stakeholder groups, a central message, strategies for engagement, activities, and measures of success. It will also reference the KeepOmahaMoving.com brand and make use of its graphic identity for the project.
 - Task 2.02 – The Consultant will obtain a stakeholder **contact list** from MAPA and the City. The list will include Stakeholder Committee members and others. The Consultant and MAPA will coordinate to maintain the list.
 - Task 2.03 – MAPA and the City will establish a Stakeholder Committee for the project and coordinate with the Consultant to facilitate three **Stakeholder Committee Meetings**. The first meeting will kick off the project and focus on gathering feedback on issues, challenges, assets, opportunities, comparable communities, goals, and engagement. The second will occur during the Community Design Workshop (described in Task 2.04) and focus on alternatives and recommendations related to land use and transportation options that reflect existing conditions, market findings, and community feedback. The third meeting will focus on the draft plan, discussion of performance measures for alternatives evaluation, best practices from comparable communities, and more. The meetings will be held at a location MAPA and the City reserve. The Consultant will develop email invitations, presentation materials, and facilitation questions. The Consultant will also provide meeting notes. MAPA, the City, and the Consultant will staff the meetings.
 - Task 2.04 – With MAPA and the City coordinating logistics, the Consultant will coordinate a two-day **Community Design Workshop**.

Day I will include:

- A series of targeted stakeholder discussions with the Stakeholder Committee, representatives of the business and economic development community, non-profit organizations/faith-based institutions, developing areas, such as Gifford Park, schools, property owners, and others. During the discussions, invitees will:

- ✓ Discuss top issues and opportunities
 - ✓ Refine the vision, goals, and strategies for the corridor expressed in previously developed plans
 - ✓ Outline potential performance measures for improvement alternatives
 - ✓ Use a land use and design “toolbox” to develop initial concepts for the corridor and targeted improvement locations
 - ✓ Identify a potential pilot project, quick win, or early action item
- An interactive public open house to gather input on issues, opportunities, and initial concepts
 - Presentation materials and summary of take-a-ways

Building on the results of the first day, Day 2 will involve:

- Refining candidate improvement locations
- Drafting illustrations, recommendations, and an implementation strategy for the vision
- Holding a public meeting to communicate and gather feedback on the vision, recommendations, the impacts of modifying land use and streets, and priorities
- Presentation materials and summary of comments

A combination of the Consultant Team, MAPA, and City will staff the workshop. The Consultant Team will develop presentation materials and summarize the results. The Consultant will assist MAPA and the City with notices. Specifically, the Consultant will develop a press release (English/Spanish) and email invitations. MAPA and the City will distribute invitations via Next Door, social media, flier, and/or telephone calls. At the conclusion of the workshop, the Consultant will provide the City and MAPA with digital versions of the workshop results, so the agencies can display them at a “drop-in” open house or “image gallery” that they identify and make available to community members for continued public comment gathering. A potential drop-in location may be the Union for Contemporary Arts or Drips Coffee Shop.

- Task 2.05 - To provide an alternative commenting option for busy families and younger generations, the Consultant will develop an English/Spanish **opinion survey**. Its questions will correspond with the information to be gathered during the design workshop and be deployed in coordination with it. The Consultant will work with MAPA and the City to develop the survey questions and collect responses. The Consultant will deploy the survey using Survey Monkey. The Consultant will make the survey available in digital and print

formats. The Consultant will distribute the URL for the survey to the project contact list via email. The City and MAPA will assist by distributing the link on Next Door and social media. The City and MAPA will also distribute and collect any hardcopy versions of the survey that may be needed.

- Task 2.06 – Working in coordination with the City’s Planning Director and MAPA, the Consultant will prepare a presentation and present the final strategy to the **City Planning Board** one (1) time.
- Task 2.07 – Continuing to coordinate with the City’s Planning Director and MAPA, the Consultant will present the final draft strategy to the **City Council** one (1) time.
- Task 2.08 – MAPA and the City will coordinate to develop and maintain a **web page** for the project. The Consultant will provide PDF and/or JPG files of project deliverables to help populate the site.

Phase 2– Explore (Spring - Summer 2019)

- **Task 3 – Existing Conditions Inventory and Analysis**

- Task 3.01 - The Consultant will review **recent planning documents** (that the City and MAPA provides) for the project area and summarize the findings in memorandum to the project file.
- Task 3.02 – The Consultant will use digital tools, such as MySidewalk data layers, to develop a snapshot of **existing housing conditions**. Example data layers will include overcrowded units, excessive costs, number of units in structures, lack of kitchens and plumbing, and others.
- Task 3.03 – The Consultant will collect and analyze demographic, socioeconomic, and housing supply and demand data in order to develop a **market study that includes a redevelopment strategy** for the corridor. The Consultant will obtain a qualitative understanding of potential home renters’ and buyers’ preferences based on discussions with property owners and managers, reviews of housing listings sites, and questions asked during Stakeholder Committee Meetings and the Community Design Workshop. Additionally, the Consultant will develop a survey with Survey Monkey to gather additional market information from targeted housing applicants or wait lists for key existing developments, such as Highlander/75 North. The Consultant will provide the City and MAPA with a digital link and PDF of the survey. Then MAPA and the City will review and deploy the survey.
- Task 3.04 – The Consultant will develop an existing and future **land use and zoning comparison** for the corridor, utilizing GIS data from MAPA and the City.
- Task 3.05 – Referencing the market study, the Consultant will develop a complementary **multimodal transportation and mobility strategy**. Coordinating with MAPA and the City, the Consultant will assemble existing data available for

the corridor (such as original GIS analysis data files, cross section concepts, photography, field audit notes, crash data, transit operations information, and traffic counts) to develop it. The City and MAPA will obtain bicycle and pedestrian counts or coordinate with the University of Nebraska Omaha (UNO) to obtain and provide them to the Consultant for selected intersections, such as Pratt, Wirt, and Lake Streets. The Consultant will also identify compatible elements from the Omaha Complete Streets Design Manual (unadopted), such as street types, pedestrian parameters, and green stormwater infrastructure elements for 24th Street. In assessing existing mobility options and effectiveness, the Consultant will study multimodal travel patterns based on available operational data, crash data, turning movement counts, outputs from MAPA's travel demand model, and external data sources (such as Census, Strava, or Streetlight data) that is either publicly available or provided by the City or MAPA.

Phase 3 – Define (Summer - Fall 2019)

- **Task 4 – Alternatives Analysis and Development**

- Task 4.01 - Referencing the findings memo and refined strategies for housing, transportation, and mobility, the Consultant will develop **alternatives for targeted locations** that reflect the performance measures defined during the Community Design Workshop. To assist with evaluation, the alternatives will address a wide range of factors, including housing development (mixed incomes and types) and transportation elements (safety, capacity, delay, emergency response, and mobility options for pedestrians, bicyclists, transit riders, and motorists).

Mobility solutions will support alternative housing development options while also being sensitive to and compatible with the larger multimodal travel patterns and demands that extend beyond the boundaries of the study area. For up to two refined alternatives, the Consultant we will evaluate and prepare **snapshot reports for pedestrian quality and safety** (both for linear sidewalk or trail connections within the corridor plus one block on each side, more importantly, crossings of roadways), opportunities for streetscaping and placemaking within the right-of-way, bicycle level of traffic stress, compatibility with bus stops, impacts on emergency services, traffic control needs, and capacity for motor vehicle traffic. The extent of this analysis is flexible depending on project resources. MAPA and the City (Planning and Public Works Departments, and Public Works-Parking Division) will confirm the location of the refined alternatives.

Task 4.02 - Based on future land use concepts and indicators the Consultant generates through Envision Tomorrow, the Consultant will identify up to three

key opportunity sites for testing and evaluation of proposed recommendations. The opportunity sites should reflect different sizes, characteristics or locations along the corridor. For each of the sites, the Consultant will create a 3D illustration showing relation to neighborhood context, building prototypes, transportation, streetscape and infrastructure improvements, open space enhancements and other opportunities for reinvestment. MAPA and the City will confirm the location of the opportunity sites. The Consultant will provide the City and MAPA with digital versions of the illustrations, so the agencies can display them at a “drop-in” open house or “image gallery” that they identify and make available to community members. A potential drop-in location may be the Union for Contemporary Arts or Drips Coffee Shop.

- Task 4.03 – The Consultant will consider the pedestrian experience (streetscape) and **stormwater best management practices** as alternatives are developed and include applicable design elements with them. The Consultant will coordinate with MAPA and the City (Planning and Public Works Departments) as design elements are explored and developed.

Phase 4 – Recommend (Fall)

- **Task 5 – Recommendations and Plan**

- Task 5.01 - Based on the results of Phase 3 and direction from MAPA and the City, the Consultant will recommend a **final development strategy** for the corridor that comprehensively addresses housing development and mobility at nodes, such as the 24th and Lake Historic District, Historic Carnation Ballroom, and Great Plains Black History Museum. The strategy will include updated future land use and zoning maps for the corridor, concept plan drawings, roadway cross-sections, identification of spot solutions, and mixed-income/type housing development. It will also include an implementation program with metrics that stakeholders may use to help prioritize projects, identification of lead and supporting agencies, general timeframe, general magnitude of costs, and potential funding sources. The Consultant will document the strategy in a draft planning document that not only includes the aforementioned elements, but also describes the planning process, community outreach, data analysis, and planning level cost estimates for recommended mobility projects. The Consultant will develop the strategy with InDesign and provide a final InDesign package (fonts, images, and editable layout), along with GIS files, to MAPA and the City.
- Additionally, the Consultant, will create a Zoning Recommendations Memo and incorporate it into the draft plan. The Zoning Recommendations Memo will include a review focused on current conditions within the Corridor related to proposed land use changes. It will provide a broad review of the current regulatory structure impacting development within the corridor. Parcel-specific recommendations will be included for at least the three key opportunity sites,

along with specific rezoning actions that may be recommended in other areas where appropriate. The analysis—informed by both an independent review of the relevant regulatory documents, as well as by City staff comments—will be intended to suggest a series of actions that the City may take to modify current zoning requirements in an effort to improve quality-of-life and ensure the long-term viability of the economic and built environment of the 24th Street corridor. Though recommendations which will be made within the Memo are specific to the conditions and issues identified within the corridor, some suggested actions may have larger applicability within the community and should be evaluated for their usefulness in light of the manner in which specific districts and regulations are applied City-wide.

NEBRASKA ENVIRONMENTAL TRUST

2019 GRANT CONTRACT

A. PARTIES TO THE CONTRACT

This contract is entered into by and between the Nebraska Environmental Trust (the Trust) and the **Metropolitan Area Planning Agency** (the Sponsor).

B. PRIMARY CONSIDERATIONS OF THE CONTRACT

The Sponsor submitted an application, **19-135 – Little Steps Big Impact** to the Trust for a grant on or before September 4, 2018. On April 4, 2019, following evaluation of the application and any attachments, the Trust Board approved a grant in the amount of up to **\$50,000** to be awarded as provided by this contract consistent with the Environmental Trust Fund Act of 1992 and subsequent provisions, rules and regulations and pending available funds. The project application and all associated documents are by reference made part of this contract. By entering into this contract, the Sponsor(s) commit to the implementation of the project as described in the application, and subsequent correspondence, documentation and amendments.

At the request of the Trust, a new budget outline will be prepared by the Sponsor. This outline replaces any previous project budget information submitted and is by reference made part of this grant contract.

C. TERM OF THE FUNDING PERIOD AND CONTRACTUAL OBLIGATIONS

The project funding period shall begin with the last date this contract is signed and shall terminate on **June 30, 2020**. Funds not expended within this period shall be immediately forfeited by the Sponsor without action by the Trust. The terms and conditions of this contract shall remain in effect for the useful life of the project and its components, except as otherwise provided.

D. REPORTING OBLIGATIONS OF THE SPONSOR

1. Financial Reports and request for disbursement.

The Sponsor hereby agrees to submit properly documented statements of costs for which grant funds are sought, pursuant to the terms of this contract, for approved grant activities on a form that will be supplied by the Trust. Proper documentation shall be considered to be copies of invoices containing the name and address of the vendor and an itemized list of services or goods with costs and the date of service or delivery. These statements and reports shall be signed by the project representative of the Sponsor(s).

The Trust will reimburse the Sponsor for these costs following receipt of the statements and reports specified in this section, subject to conditions contained in this section, Section E and elsewhere in this contract.

The Sponsor agrees to file such statements and reports according to the following schedule:

<u>Project Period</u>	<u>Report Due Date</u>
From inception through June 30, 2019	July 31, 2019
From July 1 through September 30, 2019	October 31, 2019
From October 1 through December 31, 2019	January 31, 2020
From January 1, 2020 through March 31, 2020	April 30, 2020
From April 1 through June 30, 2020	July 31, 2020

2. Project progress and activity reports.

The Sponsor agrees to provide periodic reports including a narrative description of all project activities, participants, outcomes, variances and deviations from the project application according to the above schedule.

A final report is also due 30 days after the termination of the contract. This report must include a summary of the activities, partners, and results of the project from inception to completion and include all in-kind and matching contributions. This final report must also include quantifying results and statistics about the project's success. The

report should include results such as volumes recycled, acres planted, acres restored, linear feet of bank restored, etc.

E. CONDITIONS GOVERNING TRANSFER OF FUNDS

The Trust will transfer the funds specified in this contract to the Sponsor following receipt and audit of required documentation as specified in Section D. The Trust may, at its discretion, reduce the amount of any transfer or withhold payment pending resolution of any dispute regarding any expenditure, activity or statement submitted by the Sponsor.

All funds disbursed to the Sponsor pursuant to this contract shall be disbursed solely for costs necessarily incurred in the execution of the project as described in the application and associated documents, including any amendments thereto which are approved by the Trust.

Any and all interest earned by the grant funds after transfer to the Sponsor are considered a part of the grant and are subject to all requirements and conditions of the grant. Such interest is to be reported on the first report filed by the Sponsor as required in Section D of this contract after such interest is accounted to the Sponsor.

Costs paid, accrued or authorized by the Sponsor prior to the effective date of this contract shall be incurred at the risk of the Sponsor and the Sponsor shall not be entitled to reimbursement without specific Trust approval.

The Trust may suspend financial assistance provided under this contract pending corrective action required of the Sponsor by the Trust or pending a decision to terminate the grant by the Trust as described in Section K of this agreement or under any provisions of Nebraska law.

F. PROJECT MODIFICATION

The Sponsor will promptly report all proposed additions, deletions or modifications of any component of the project, or any changes in the purpose or purposes of the project by submitting to the Trust in writing a request to amend the agreement. The Trust will not be liable for funding any portion of such additions, deletions or modifications until and unless it has affirmed in writing to the Sponsor approval of the amendments proposed. Requests for extensions of the expiration date must be received prior to the expiration date of the contract to be considered. If the extension request puts the project beyond the three year project limit it must be considered by the Trust Board. The Board will consider whether additional time will allow the project to be completed as stated in the application and/or as previously modified and whether delays in the project timeline are due to circumstances beyond the control of the sponsor. Any funds remaining at the end of the project period will be returned to the Trust.

G. PUBLIC NOTICE OF GRANT AWARD

The Sponsor agrees to provide prominent display of the Trust logo and text acknowledging the use of the grant at any project site impacted by the grant, on major pieces of equipment purchased with grant funds, and in publications referencing the funded project. Language provided by the Trust shall be included in all media releases and other publicity pieces developed by the Sponsor about the funded project.

To the extent requested by the Trust, and its agents, to include the Nebraska Lottery, the Sponsor agrees to: 1) the use of the Sponsor's name, project name and description; 2) documentation of project development activities and successes for use in broadcasts, publications and advertisements; 3) placement of signs provided by the Trust and the Nebraska Lottery on the project location or otherwise displaying acknowledgment that said project is funded, or partially funded, by the Nebraska Lottery; and 4) coordination with the Trust and the Nebraska Lottery in various events, including announcement of the grant, presentation of signs and displays, and similar events.

H. LICENSES/PERMITS

The Sponsor shall acquire, obtain or receive all state and federal licenses and/or permits required by law prior to initiation of the project. It is the responsibility of the Sponsor to discover and comply with all state, local and

federal rules, regulations or laws that pertain to the implementation and completion of the project. The Sponsor shall include copies of all such licenses/permits to the Trust with the activity reports submitted to the Trust office.

I. SITE INSPECTIONS

The Sponsor agrees to promptly submit to all requests for site inspections by any state or federal official acting in the course of his/her duties. The Sponsor agrees to make available all financial records and documents as necessary on request of the Trust or its agents. Financial records, supporting documents and all other records pertinent to this grant shall be retained for a period of three years following notification from the Trust Board that the grant has been officially closed, except the records shall be retained beyond the three-year period if audit findings have not been resolved.

J. TRANSFER/DISPOSAL OF REAL OR PERSONAL PROPERTY

The Sponsor will not sell, lease, transfer, exchange, mortgage or encumber in any manner whatsoever all or any portion of any real (including land acquisitions, easements or improvements) or other property acquired in whole, or in part, by Trust funds without the prior written permission of the Trust, which will not be unreasonably withheld. The Sponsor shall notify the Trust in writing of any proposed sale, lease, transfer, exchange, mortgage or encumbrance at least thirty days in advance and obtain written approval from the Trust. In the event that the Trust does not agree to the sale, lease, transfer, exchange, mortgage or encumbrance of said property, the Sponsor may repay the value of the grant to the Trust and is released from all further obligations. Otherwise repayment will be calculated according to the adopted policies of the Trust board regarding the transfer or sale of Trust funded equipment. The Sponsor will notify the Trust when any equipment purchased in whole or in part with grant funds is no longer usable during the service life of the equipment.

K. TERMINATION OF THE CONTRACT PRIOR TO EXPIRATION DATE

The Sponsor understands and agrees that failure to comply with any of the terms of this contract may result in the revocation or cancellation of Trust approval and funding and/or a demand for repayment of any funds previously paid to the Sponsor by the Trust.

The Trust may terminate the project, in whole or in part, at any time before the expiration date of this contract whenever the Trust determines that the Sponsor has failed to comply with the conditions of the grant. The Executive Director of the Trust will promptly notify the Sponsor in writing of the determination and the reasons for the termination, together with the effective date.

By mutual agreement, the project may be terminated, modified or amended. When both parties agree to terminate the grant, in whole or in part, the parties will agree upon the termination conditions, including the effective date, and in the case of a partial termination, the portion to be terminated. The Sponsor shall not incur new obligations for the terminated portion after the effective date and shall cancel as many outstanding obligations as possible.

Trust payments to the Sponsor or recoveries by the State of Nebraska under projects terminated for cause shall be in accord with the legal rights and liabilities of the parties.

L. LIABILITY

The Sponsor agrees to hold and save the State of Nebraska, the Environmental Trust Board, and their officers, agents and employees free and harmless from any and all claims, demands, damages, losses, costs, expenses or liability due to, or incidental to, either in whole or in part, and whether directly or indirectly, the design, construction, operations, repairs, maintenance, implementation, assistance or failure of the project, or any of its works or facilities.

M. ADDITIONAL TERMS AND CONDITIONS

HISTORIC PRESERVATION:

The Sponsor agrees to undertake at its own expense any action that may be required to determine the presence of cultural resources and to undertake any subsequent measures which may be required to ensure the preservation of such resources which may be discovered. The Sponsor agrees to comply with the provisions of Section 106 of the National Historic Preservation Act of 1966, as amended, where historic structures are determined to exist on any site where Trust Funds are expended.

THREATENED & ENDANGERED SPECIES:

The Sponsor agrees to undertake at its own expense any action that may be required to ensure compliance with the Nongame and Endangered Species Conservation Act is Neb. Rev. Stat. 37-801 to 37-811.

OPERATIONS:

All operation, replacement and maintenance of the project shall be carried out and applied in such a manner so as to accomplish the purposes of the project as set forth in the Sponsor's application and associated materials, including any amendments thereto which have been approved by the Trust, for the useful life of the project.

ENGINEERING:

The Sponsor will provide for and maintain competent and adequate architectural and engineering supervision and inspection at the construction site as appropriate to ensure that the completed work conforms substantially in accordance with the proposed plans and specifications, according to accepted standards and practices.

EQUIPMENT:

The Sponsor will report to the Trust all equipment purchased with full or partial funding on a form to be provided by the Trust. The Sponsor will identify such equipment as purchased with Trust funding in the Sponsor's inventory for the useful life of the equipment.

The Sponsor will obtain at least two (2) bids for any equipment purchased costing \$1,000.00 or more, for which more than one vendor is available. The Sponsor will provide the names of bidders to the Trust at the time a request for reimbursement is submitted. Such bids shall be held in the Sponsor's files for three (3) years.

The Sponsor agrees to purchase and maintain property insurance at its own expense to insure all equipment valued at \$1,000 or more which is purchased in whole or in part with funds received from the Trust. This insurance shall include "all risk" insurance for physical loss or damage including, without duplication of coverage, theft, vandalism, and malicious mischief. Such insurance shall be maintained on all such equipment in an amount equal to the replacement value of the equipment for the useful life of the equipment (as defined in the Nebraska Depreciation for personal property used in business tables). The Sponsor shall name the Trust beneficiary of the policy and shall assure that proof of coverage shall be kept current. Evidence of current coverage will be requested annually by the Trust office. Upon request for reimbursement the Sponsor will provide the Trust with the policy of insurance for equipment purchased, in whole or in part, with funds received from the Trust.

REAL ESTATE:

Additional conditions exist beyond the expiration date of this contract. These conditions include continued access to the properties affected by this contract for periodic reviews and visits, annual accounting reports on Trust funded Defense Funds (Easements Only) and proof of annual tax payments. The Trust must also be notified in writing of any plans to sell, lease, transfer, exchange, mortgage or encumber the property. The Sponsor will be required to obtain written Trust approval for any such transaction and negotiate the terms of the transaction with the Trust (which may include partial or whole repayment of the grant).

If the Trust determines, at any time prior to or following expiration of this contract, that the Sponsor has failed to comply with the terms and conditions of this contract it may take action to recover Trust contributions to the project. The terms and conditions of this contract shall survive the expiration date of this contract.

Nebraska law shall govern the interpretation and enforcement of this contract. The parties acknowledge that this contract, as outlined in Section B, contains the entire agreement between them, supersedes any prior agreements and conversations, and may not be modified except by written agreement signed by all parties.

NEBRASKA ENVIRONMENTAL TRUST



By: _____
Rodney Christen, Chair

Date: _____ April 4, 2019 _____



By: _____
Mark A. Brohman, Executive Director

Date: _____ April 4, 2019 _____

AUTHORIZED REPRESENTATIVE OF SPONSOR

By: _____

Printed Name: _____

Title: _____

Date: _____

MAPA CONTRACT COVER PLATE
(Amendment 2)

CONTRACT IDENTIFICATION

1. Contract Number: Mills County Emergency Management Agency (EMA), Iowa 17MILL02
2. Project Number and Title: 2016 PDMC Award (PDMC-PL-IA-2016-009-01) Mills County EMA, Iowa
3. Effective Date: January 19, 2017
4. Completion Date: June 18, 2019

CONTRACT PARTIES

5. Omaha-Council Bluffs Metropolitan Area Planning Agency
2222 Cuming Street
Omaha, NE 68102
6. Mills County Emergency Management Agency
418 Sharp Street
Glenwood, Iowa 51534

ACCOUNTING DATA

7. Contract - \$ 30,000

DATES OF SIGNING AND MAPA BOARD APPROVAL

8. Date of MAPA Board Approval -
9. Date of County Approval -

AMENDMENT TO THE AGREEMENT BETWEEN
THE OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
AND
Mills County Emergency Management Agency

This amendatory agreement made and entered into as of this nineteenth day of April, 2019 by and between Mills County Emergency Management Agency, 418 Sharp Street, Glenwood, Iowa 51534 (herein called "EMA") and the Omaha-Council Bluffs Metropolitan Area Planning Agency, 2222 Cuming Street, Omaha, Nebraska 68102 (herein called the "Planning Agency"),

WITNESSETH:

WHEREAS, the Planning Agency and the EMA entered into an agreement dated January 19, 2017 and,

WHEREAS, the parties to that Amendment now desire to amend the completion date as on the Contract Cover Plate of said Agreement and the Time of Performance paragraph on page 3 of said Agreement.

WHEREAS, the parties hereto do mutually agree as follows:

THAT, the Completion Date, on the Contract Cover plate of said Agreement dated January 19, 2017 be and is hereby amended to read as follows:

"Completion Date: June 18, 2019"

AND THAT, the Time of Performance paragraph on page 3 of said Agreement dated January 19, 2017 be and is hereby amended to read as follows:

"5. Time of Performance. The services of the Planning Agency are to commence as soon as this agreement is signed by both parties, and shall be completed by June 18, 2019.

The parties hereto further agree that except as herein expressly provided the Agreement entered into by the parties on January 19, 2017 shall be unchanged and remain in full force and effect.

IN WITNESS WHEREOF the Planning Agency and the EMA have executed this Contract as of the date first above written.

MILLS COUNTY EMERGENCY MANAGEMENT
AGENCY

Attest: _____ Date _____ By _____ Date: _____

Title

OMAHA-COUNCIL BLUFFS METROPOLITAN
AREA PLANNING AGENCY

Attest: _____ Date _____ By _____ Date: _____
Board Chair

MAPA CONTRACT COVER PLATE
(Amendment 2)

CONTRACT IDENTIFICATION

1. Contract Number: Mills County Emergency Management Agency (EMA), Iowa 17MILL02
2. Project Number and Title: 2016 PDMC Award (PDMC-PL-IA-2016-009-01) Mills County EMA, Iowa
3. Effective Date: January 19, 2017
4. Completion Date: June 18, 2019

CONTRACT PARTIES

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2222 Cuming Street
Omaha, NE 68102
6. Mills County Emergency Management Agency
418 Sharp Street
Glenwood, Iowa 51534

ACCOUNTING DATA

7. Contract - \$ 30,000

DATES OF SIGNING AND MAPA BOARD APPROVAL

8. Date of MAPA Board Approval -
9. Date of County Approval -

AMENDMENT TO THE AGREEMENT BETWEEN
THE OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
AND
Mills County Emergency Management Agency

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IN WITNESS WHEREOF the Planning Agency and the EMA have executed this Contract as of the date first above written.

MILLS COUNTY EMERGENCY MANAGEMENT
AGENCY

Attest: _____ Date _____ By _____ Date: _____

Title

OMAHA-COUNCIL BLUFFS METROPOLITAN
AREA PLANNING AGENCY

Attest: _____ Date _____ By _____ Date: _____
Board Chair

Project Cost & Breakdown

Planning

Project Name:

Little Steps Big Impact Ozone Awareness Campaign

Project Number:

0

Consultant:

Emspace + Lovgren

Control Number:

00000

Consultant PM:

Linda Lovgren 402-398-9448 lovgren@emspacegroup.com

NDOR PC:

Date:

February 1, 2018

DIRECT LABOR COSTS			
Classification	Hours	Rate	Amount
Principal	181	\$190.00	\$34,390.00
Administrative	125	\$85.00	\$10,625.00
Senior Planner / Modeler	293	\$145.00	\$42,485.00
Project Controller	0	\$0.00	\$0.00
	599	Subtotal	\$87,500.00

DIRECT EXPENSES	Amount
Subconsultants:	\$15,000.00
Printing And Reproduction:	\$133,500.00
Other Miscellaneous Costs:	\$0.00
Subtotal	\$148,500.00

TOTAL PROJECT COSTS	Amount
Direct Labor Costs	\$87,500.00
Direct Expenses	\$148,500.00
TOTAL COST	\$236,000.00

LABOR COST BY MAJOR TASKS	Direct Labor	Overhead	Profit	Amount
I. Project Management	\$32,865.00	\$0.00	\$0.00	\$32,865.00
II. Air Quality Awareness Survey	\$2,625.00	\$0.00	\$0.00	\$2,625.00
III. Creative/Graphics	\$20,010.00	\$0.00	\$0.00	\$20,010.00
IV. Media Coordination	\$10,170.00	\$0.00	\$0.00	\$10,170.00
V. Public Relations	\$21,830.00	\$0.00	\$0.00	\$21,830.00
	\$87,500.00	\$0.00	\$0.00	\$87,500.00

**MAPA
FY20 Funds Budget**

Estimate		FY20			FY19			Increase/ (Decrease) FY19- FY20
Account Number		Less Pass Through/ Vendor		Less Pass Through/ Vendor				
		Gross Award	Agreements	Net Award	Gross Award	Agreements	Net Award	
Federal Grants								
Transportation								
	FHWA - Nebraska PL	1,283,944	414,800	869,144	1,070,876	213,600	857,276	11,868
	FHWA- CMAQ	300,000	244,000	32,000	340,000	284,000	56,000	(24,000)
	FHWA - IDOT, MPO PL	113,369	39,000	74,369	110,618	31,800	78,818	(4,449)
	FHWA - IDOT, MPO PL-C/O	80,000	80,000	-	80,000	80,000	-	-
	FHWA - STPG/TE	160,000	160,000	-	358,000	358,000	-	-
	FHWA - STPG/TE-C/O	152,000	152,000	-	213,750	213,750	-	-
	FHWA - IDOT, RPA SPR	26,468		26,468	44,510		44,510	(18,042)
	FTA - 5310 Funding	383,022	333,022	50,000	241,500	191,500	50,000	-
	FTA - Nebraska 5305d	385,967	150,000	235,967	370,180	184,100	186,080	49,887
	FTA - Nebraska 5305d - C/O	-		-	80,000	80,000	-	-
	FTA - IDOT MPO 5305d	36,892		36,892	36,931		36,931	(39)
	FTA - IDOT RPA 5311	22,685		22,685	22,692		22,692	(7)
	Subtotal Transportation Federal Grants	2,944,347	1,572,822	1,347,525	2,969,057	1,636,750	1,332,307	15,218
Community Development								
	HUD Mills Co. Disaster Resilience	57,680		57,680	20,000	-	20,000	37,680
	FEMA Mills Co. Hazard Mitigation Plan	-		-	15,000		15,000	(15,000)
	Economic Development Administration	70,000		70,000	70,000		70,000	-
	Eppley Corridor Connector Study	100,000	100,000	-	150,000	150,000	-	-
	Subtotal Comm Dev Federal Grants	227,680	100,000	127,680	255,000	150,000	105,000	22,680
10-4100	Total Federal Grants	3,172,027	1,672,822	1,475,205	3,224,057	1,786,750	1,437,307	37,898
State Funding								
Transportation								
	Nebraska Environmental Trust	50,000	40,000	10,000	55,000	44,000	11,000	(1,000)
Community Development								
	Nebraska DED	71,000		71,000	71,000		71,000	-
	Eppley Corridor Connector Study	100,000	100,000	-				
	Valley Waterloo Housing Administration Income	17,500		17,500	15,000		15,000	2,500
	Iowa COG Assistance	10,000		10,000	10,000		10,000	-
	Subtotal Comm Dev State Funding	198,500	100,000	98,500	96,000	-	96,000	2,500
10-4200	Total State Funding	248,500	140,000	108,500	151,000	44,000	107,000	1,500

Account Number		FY20			FY19			Increase/ (Decrease) FY19- FY20
		Less Pass Through/ Vendor			Less Pass Through/ Vendor			
		Gross Award	Agreements	Net Award	Gross Award	Agreements	Net Award	
	Local Funding							
	Transportation							
	RPA County Dues	-		-	6,481		6,481	(6,481)
	Heartland 2050							
	City of Omaha Grant	-		-	5,000		5,000	(5,000)
	General							
	County Membership	385,896		385,896	385,897		385,897	(1)
	Administrative Fees on PL Contracts	14,600		14,600	14,600		14,600	-
	Subtotal General Local Funding	400,496	-	400,496	400,497	-	400,497	(1)
10-4300	Total Local Reveue	400,496	-	400,496	411,978	-	411,978	(11,482)
							-	
10-4305	TIP Fees	184,330	35,200	149,130	180,000	25,000	155,000	(5,870)
							-	
10-4310	Match Contributions							
	CMAQ	25,000	21,000	4,000	30,000	27,000	3,000	1,000
	Sarpy PEL Study	25,000	25,000	-				
	Traffic Data Services	8,000	8,000	-				
	IA Mini Grant	40,000	40,000	-				
	NE FY20 Mini Grant	25,000	25,000					
	Eppley Corridor Connector Study			-	37,500	37,500	-	-
10-4310	Total Match Contributions	123,000	119,000	4,000	67,500	64,500	3,000	1,000
	Contracts							
	Transportation							
	Aerial Photography FY20 Flight	724,216	724,216	-			-	-
	Aerial Photography FY18 Flight	291,357	291,357	-			-	-
	Aerial Photography FY16 Flight	-	-	-	296,454	296,454	-	-
	Greater Omaha Chamber - LRTP Technical Asst.	25,000	-	25,000			-	25,000
	Subtotal Transportation Contracts	1,040,573	1,015,573	25,000	296,454	296,454	-	25,000
	Community Development							
	Existing Community Development Contracts	10,000		10,000	10,000		10,000	-
	Projected Community Development Contracts	40,000		40,000	20,000		20,000	20,000
	CITIES Admin	5,250		5,250	5,250		5,250	-
	Council Bluffs Housing Trust Fund Admin	21,500		21,500	15,000		15,000	6,500
	CDBG Admin: Hancock Sewer	5,000		5,000	15,000		15,000	(10,000)
	CDBG Admin: Pott Co. Downtown Revitalization	30,000		30,000	20,000		20,000	10,000
	Blair Workforce Housing Administration Fees	7,500		7,500	25,000		25,000	(17,500)
	Subtotal Comm Dev Contracts	119,250	-	119,250	110,250	-	110,250	9,000

Account Number		FY20			FY19			Increase/ (Decrease) FY19- FY20
		Less Pass Through/ Vendor			Less Pass Through/ Vendor			
		Gross Award	Agreements	Net Award	Gross Award	Agreements	Net Award	
	Heartland 2050							
	Block talks/H2050 Community Assistance	2,500		2,500				2,500
10-4400	Total Contracts	1,162,323	1,015,573	146,750	406,704	296,454	110,250	36,500
	Forums							
	Heartland 2050							
10-4505	Heartland 2050 Summits	6,000		6,000	6,000		6,000	-
10-4506	Heartland 2050 Speaker Series	4,000		4,000	4,000		4,000	-
10-4507	Site Visit Registrations	40,000		40,000	49,000	49,000	-	40,000
	Subtotal Heartland 2050 Forums	50,000	-	50,000	59,000	49,000	10,000	40,000
	General							
10-4500	General Forums	-		-				-
10-4502	Council of Officials Annual Meeting	6,000		6,000	5,000		5,000	1,000
10-4501	Council of Officials Quarterly Meeting	1,400		1,400	1,000		1,000	400
	Subtotal General Forms	7,400	-	7,400	6,000	-	6,000	1,400
	Total Forums	57,400	-	57,400	65,000	49,000	16,000	41,400
	In-kind Match	147,642						
	Transportation							
	NE PL	86,571	86,571	-	86,571	86,571	-	-
	IA PL	12,857	12,857	-	12,857	12,857	-	-
	STBG	18,000	18,000	-	117,938	117,938	-	-
	5310 Grants	223,768	223,768	-	155,125	155,125	-	-
	NE FTA	48,214	48,214	-	25,714	25,714	-	-
	NE FTA - mini grant		-	-	25,000	25,000	-	-
	IA PL - mini grant	-	-	-	20,000	20,000	-	-
	Subtotal Transportation In-kind	389,410	389,410	-	443,205	443,205	-	-
10-4510	Total In-kind	389,410	389,410	-	443,205	443,205	-	-
10-4520	Investment Earning	15,000		15,000	-		-	15,000

Account Number		FY20			FY19			Increase/ (Decrease) FY19- FY20
		Less Pass Through/ Vendor			Less Pass Through/ Vendor			
		Gross Award	Agreements	Net Award	Gross Award	Agreements	Net Award	
10-4540	Miscellaneous							
	Foundations - Heartland 2050	87,000		87,000	80,000	21,000	59,000	28,000
	Total Reveune	5,839,486	3,372,005	2,443,481	5,029,444	2,729,909	2,299,535	143,946
	Reserve Funding							
	Transit ROI	-		-	20,000	20,000	-	-
	Capital Funds Transfer	35,000		35,000	80,000		80,000	(45,000)
	Total Reserves	35,000	-	35,000	100,000	20,000	80,000	(45,000)
	Total Available Funding	5,874,486	3,372,005	2,478,481	5,129,444	2,749,909	2,379,535	98,946
	Summary by Department							
	Transportation	4,547,330	3,136,805	1,386,525	3,800,197	2,447,409	1,352,788	33,737
	Community Development	545,430	200,000	345,430	498,750	187,500	311,250	34,180
	Heartland 2050	139,500	-	139,500	164,000	90,000	74,000	65,500
	General	642,226	35,200	607,026	666,497	25,000	641,497	(34,471)
		5,874,486	3,372,005	2,478,481	5,129,444	2,749,909	2,379,535	98,946
							Change in Net Award	4%



Omaha - Council Bluffs
Metropolitan Area
Planning Agency

Connect. Plan. Thrive.



Metropolitan Area Planning Agency Preliminary Line Item Budget

					FY 2019 Budget		FY 2020 Budget		Variance to PY	% Variance to PY
Revenues										
Federal and State Revenue										
10-4100	Federal Revenue				\$3,224,057.00	63.85%	\$3,172,027.00	54.32%	\$ (52,030.00)	-1.61%
10-4200	State Revenue				\$136,000.00	2.69%	\$248,500.00	4.26%	\$ 112,500.00	82.72%
Total Federal and State Revenue					\$3,360,057.00	66.54%	\$3,420,527.00	58.58%	\$ 60,470.00	1.80%
Local Government Revenue										
10-4300	Local Revenue				\$392,378.00	7.77%	\$400,496.00	6.86%	\$ 8,118.00	2.07%
10-4305	TIP Fee				\$194,600.00	3.85%	\$184,330.00	3.16%	\$ (10,270.00)	-5.28%
10-4350	Heartland 2050 Local Revenue				\$5,000.00	0.10%		0.00%	\$ (5,000.00)	-100.00%
15-4300	Local Revenue				\$0.00	0.00%	\$0.00	0.00%	\$ -	
Total Local Government Revenue					\$591,978.00	11.72%	\$584,826.00	10.02%	\$ (7,152.00)	-1.21%
Charges for Services										
10-4400	Contracts				\$421,704.00	8.35%	\$1,162,323.00	19.90%	\$ 740,619.00	175.63%
Total Charges for Services					\$421,704.00	8.35%	\$1,162,323.00	19.90%	\$ 740,619.00	175.63%
Forums Revenue										
10-4500	Forums/Annual Dinner				\$0.00	0.00%		0.00%	\$ -	
10-4501	Council of Officials Quarterly Meeting				\$1,000.00	0.02%	\$1,400.00	0.02%	\$ 400.00	40.00%
10-4502	Council of Officials Annual Meeting				\$5,000.00	0.10%	\$6,000.00	0.10%	\$ 1,000.00	20.00%
10-4505	Heartland 2050 Summit				\$6,000.00	0.12%	\$6,000.00	0.10%	\$ -	0.00%
10-4506	Heartland 2050 Speaker Series				\$4,000.00	0.08%	\$4,000.00	0.07%	\$ -	0.00%
Total Forums Revenue					\$16,000.00	0.32%	\$17,400.00	0.30%	\$ 1,400.00	8.75%
In-kind Revenue										
10-4510	In-Kind Revenue				\$463,205.00	9.17%	\$389,410.00	6.67%	\$ (73,795.00)	-15.93%
Total In-kind Revenue					\$463,205.00	9.17%	\$389,410.00	6.67%	\$ (73,795.00)	-15.93%
Investment Income										
10-4520	Investment Earnings				\$0.00	0.00%	\$15,000.00	0.26%	\$ 15,000.00	
15-4520	Investment Earnings				\$0.00	0.00%		0.00%	\$ -	
Total Investment Income					\$0.00	0.00%	\$15,000.00	0.26%	\$ 15,000.00	
Miscellaneous Revenue										
10-4310	Match Contributions				\$67,500.00	1.34%	\$123,000.00	2.11%	\$ 55,500.00	82.22%
10-4507	Site Visit Registration				\$49,000.00	0.97%	\$40,000.00	0.68%	\$ (9,000.00)	-18.37%
10-4530	Misc. Cash Sales				\$0.00	0.00%		0.00%	\$ -	
10-4540	Miscellaneous				\$80,000.00	1.58%	\$87,000.00	1.49%	\$ 7,000.00	8.75%
15-4310	Match Contributions				\$0.00	0.00%		0.00%	\$ -	
15-4540	Miscellaneous				\$0.00	0.00%		0.00%	\$ -	
Total Miscellaneous Revenue					\$196,500.00	3.89%	\$250,000.00	4.28%	\$ 53,500.00	27.23%
Total					\$5,049,444.00		\$5,839,486.00		\$ 790,042.00	15.65%
Total Reveunes					\$5,049,444.00		\$5,839,486.00		\$ 790,042.00	15.65%

		FY 2019 Budget		FY 2020 Budget		Variance to PY	% Variance to PY
Expenses							
MAPA Activities							
MAPA Personnel Expenses							
Salaries							
10-5000	Salaries	\$1,233,200.00	24.42%	\$1,284,750.00	21.79%	\$ 51,550.00	4.18%
10-5125	Accrued Salaries & Compensated Absen	\$204,045.00	4.04%	\$244,100.00	4.14%	\$ 40,055.00	19.63%
Total Salaries		\$1,437,245.00	28.46%	\$1,528,850.00	25.93%	\$ 91,605.00	6.37%
Payroll Taxes							
10-5100	FICA	\$94,340.00	1.87%	\$116,960.00	1.98%	\$ 22,620.00	23.98%
10-5105	Unemployment Taxes	\$875.00	0.02%	\$1,530.00	0.03%	\$ 655.00	74.86%
Total Payroll Taxes		\$95,215.00	1.89%	\$118,490.00	2.01%	\$ 23,275.00	24.44%
Employee Benefits							
10-5110	Health Insurance	\$222,300.00	4.40%	\$269,190.00	4.57%	\$ 46,890.00	21.09%
10-5115	Life & Disability Insurance	\$6,000.00	0.12%	\$6,000.00	0.10%	\$ -	0.00%
10-5120	Retirement Contributions	\$67,825.00	1.34%	\$84,090.00	1.43%	\$ 16,265.00	23.98%
Total Employee Benefits		\$296,125.00	5.86%	\$359,280.00	6.09%	\$ 63,155.00	21.33%
Total MAPA Personnel Expenses		\$1,828,585.00	36.21%	\$2,006,620.00	34.03%	\$ 178,035.00	9.74%
MAPA Non-personnel							
10-5200	Advertising	\$13,000.00	0.26%	\$10,000.00	0.17%	\$ (3,000.00)	-23.08%
10-5210	Membership - Reference Materials	\$20,000.00	0.40%	\$21,000.00	0.36%	\$ 1,000.00	5.00%
Data Processing							
10-5310	Data Processing	\$23,000.00	0.46%	\$28,000.00	0.47%	\$ 5,000.00	21.74%
10-5311	GIS Software	\$6,000.00	0.12%	\$6,000.00	0.10%	\$ -	0.00%
10-5312	Public Relations - Website Software/Fees	\$6,000.00	0.12%	\$6,000.00	0.10%	\$ -	0.00%
Total Data Processing		\$35,000.00	0.69%	\$40,000.00	0.68%	\$ 5,000.00	14.29%
Forums Expense							
10-5600	Forums	\$0.00	0.00%	\$2,740.00	0.05%	\$ 2,740.00	
10-5601	Council of Officials Quarterly Meeting	\$5,000.00	0.10%	\$5,000.00	0.08%	\$ -	0.00%
10-5602	Council of Officials Annual Meeting	\$17,000.00	0.34%	\$15,000.00	0.25%	\$ (2,000.00)	-11.76%
10-5605	Heartland 2050 Summit	\$30,000.00	0.59%	\$30,000.00	0.51%	\$ -	0.00%
10-5606	Heartland 2050 Speaker Series	\$15,000.00	0.30%	\$15,000.00	0.25%	\$ -	0.00%
Total		\$67,000.00	1.33%	\$67,740.00	1.15%	\$ 740.00	1.10%
10-5650	Miscellaneous Expenses	\$2,000.00	0.04%	\$4,000.00	0.07%	\$ 2,000.00	100.00%
10-5730	Bank Charges	\$1,000.00	0.02%	\$1,000.00	0.02%	\$ -	0.00%
10-5800	Office Rent	\$77,250.00	1.53%	\$71,688.00	1.22%	\$ (5,562.00)	-7.20%
Office Expense							
10-5220	Printing	\$24,300.00	0.48%	\$24,300.00	0.41%	\$ -	0.00%
10-5300	Business Insurance Expense	\$17,600.00	0.35%	\$17,600.00	0.30%	\$ -	0.00%
10-5500	Equipment Maintenance	\$8,500.00	0.17%	\$5,000.00	0.08%	\$ (3,500.00)	-41.18%
10-5700	Postage	\$3,500.00	0.07%	\$3,500.00	0.06%	\$ -	0.00%
10-5710	Supplies	\$17,000.00	0.34%	\$12,000.00	0.20%	\$ (5,000.00)	-29.41%
10-5720	Computer Equipment			\$8,000.00		\$ 8,000.00	
10-5810	Telephone	\$3,000.00	0.06%	\$1,500.00	0.03%	\$ (1,500.00)	-50.00%
Total Office Expense		\$73,900.00	1.46%	\$71,900.00	1.22%	\$ (2,000.00)	-2.71%
Professional Fees							
10-5320	Professional Services	\$29,000.00	0.57%	\$30,000.00	0.51%	\$ 1,000.00	3.45%
Total Professionals Fees		\$29,000.00	0.57%	\$30,000.00	0.51%	\$ 1,000.00	3.45%
Travel and Conferences							
10-5900	Travel & Conferences	\$35,000.00	0.69%	\$33,430.00	0.57%	\$ (1,570.00)	-4.49%
10-5901	Staff Certifications	\$2,000.00	0.04%	\$4,400.00	0.07%	\$ 2,400.00	120.00%
10-5902	Tuition Reimbursement	\$0.00	0.00%	\$4,500.00	0.08%	\$ 4,500.00	
10-5907	H2050 Stie Visit Travel	\$87,500.00	1.73%	\$87,500.00	1.48%	\$ -	0.00%
Total Travel and Conferences		\$124,500.00	2.47%	\$129,830.00	2.20%	\$ 5,330.00	4.28%

			FY 2019 Budget		FY 2020 Budget		Variance to PY		% Variance to PY
Transfers									
10-8000	Transfers		(\$51,700.00)	-1.02%	\$20,400.00	0.35%	\$ 72,100.00		-139.46%
Total Transfers			(\$51,700.00)	-1.02%	\$20,400.00	0.35%	\$ 72,100.00		-139.46%
10-5950	Capital Outlays		\$80,000.00	1.58%	\$50,000.00	0.85%	\$ (30,000.00)		-37.50%
Total MAPA Non-personnel			\$470,950.00	9.33%	\$50,000.00	0.85%	\$ (420,950.00)		-89.38%
Total MAPA Activities			\$2,299,535.00	45.54%	\$2,524,178.00	42.81%	\$ 224,643.00		9.77%
Contracts and Pass-through									
10-5400	Contracts		\$350,000.00	6.93%	\$820,000.00	13.91%	\$ 470,000.00		134.29%
10-5410	Aerial Photo Expense		\$296,454.00	5.87%	\$1,015,573.00	17.22%	\$ 719,119.00		242.57%
10-5420	Pass Through Contracts - Planning		\$865,500.00	17.14%	\$372,000.00	6.31%	\$ (493,500.00)		-57.02%
10-5430	Pass Through Contracts - STP		\$1,113,813.00	22.06%	\$710,022.00	12.04%	\$ (403,791.00)		-36.25%
10-5440	In-Kind Expense		\$124,142.00	2.46%	\$454,410.00	7.71%	\$ 330,268.00		266.04%
Subtotal Contracts and Pass-Through			\$2,749,909.00	54.46%	\$3,372,005.00	57.19%	\$ 622,096.00		22.62%
Total Expenses			\$5,049,444.00		\$5,896,183.00		\$ 846,739.00		16.77%
NET SURPLUS/(DEFICIT)			\$0.00		(\$56,697.00)				
NET (DEFICIT) Covered by									
	Capital Funds Transfer				\$35,000.00				
	TIP Fee Carryover				\$21,697.00				
Total Reserves					\$56,697.00				

MAPA FY - 2020 Program Budget Table

Work Activity		Total Heartland			MAPA Total Budget
		Total Transportation Funding	Total Comm & Econ Development	2050 - Non Federal Transportation	
MAPA Activities	Direct Personnel	1,032,610	354,090	180,880	1,567,580
	Direct Non-personnel	147,040	66,600	100,410	364,050
	Indirect	389,663	134,310	68,575	592,548
	Contracts - Passthrough	3,172,005	200,000	-	3,372,005
	Total	4,741,318	755,000	349,865	5,896,183
200 UPWP and Federal Assurances		24,643	-	-	24,643
210 Board and Committee Support		159,530	-	-	159,530
220 Regional Transportation Planning		205,987	-	-	205,987
230 TIP and Local Projects		138,340	-	-	138,340
240 Communication and Public Involvement		190,110	-	-	190,110
250 Regional Data, Mapping & Forecasting		241,093	-	-	241,093
260 Environment and Energy		92,980	-	-	92,980
270 Heartland 2050 - Transportation Eligible		249,270	-	-	249,270
280 Training and Education		93,840	-	-	93,840
290 Management		73,900	-	-	123,900
300 Membership Services		12,120	-	-	12,120
27001 Heartland 2050 Mini Grant Program		-	-	9,500	9,500
27002 Heartland 2050 Committee & Working Groups		-	-	90,865	90,865
27003 Heartland 2050 Technical Analysis & Data Support		-	-	15,000	15,000
27004 Heartland 2050 Public Outreach		-	-	65,000	65,000
27005 Heartland 2050 Summits & Speaker Series		-	-	72,000	72,000
27006 Heartland 2050 Site Visits		87,500	-	-	87,500
27007 Heartland 2050 Administration		-	-	90,000	90,000
27008 Heartland 2050 Smart Cities		-	-	7,500	7,500
71020 Comm & Econ Development Management		-	53,000	-	53,000
71021 Jurisdictional Visits		-	25,000	-	25,000
71022 Local Planning Assistance		-	72,150	-	72,150
71023 Management Assistance		-	5,550	-	5,550
71024 Grant Writing Assistance		-	66,600	-	66,600
71025 Grant Management		-	153,120	-	153,120
71026 Technical and Policy Education Activites		-	25,000	-	25,000
72001 Maintenance of CEDS		-	19,880	-	19,880
72021 Economic Development Assistance		-	55,500	-	55,500
72022 Housing Activities		-	77,700	-	77,700
72023 Revolving Loan Fund		-	1,500	-	1,500
Subtotal MAPA Activities - Federal Share		1,371,525	127,680	-	1,499,205
Subtotal MAPA Activities - State Share		10,000	98,500	-	108,500
Subtotal MAPA Activities - Local Share		187,788	328,820	349,865	916,473
Subtotal MAPA Activities		1,569,313	555,000	349,865	2,524,178
Contracts and Subrecipients					
22001 LRTP Support		75,000	-	-	75,000
22002 Bike Ped Plan		75,000	-	-	75,000
23001 Sarpy PEL Study		125,000	-	-	125,000
25001 Aerial Photography		1,015,573	-	-	1,015,573
25003 On-Call Modeling		35,000	-	-	35,000
25004 Traffic Data Services		40,000	-	-	40,000
26001 Little Steps Big Impact Education Campaign		200,000	-	-	200,000
26001 Little Steps Big Active Commuting Outreach		105,000	-	-	105,000
27006 Heartland 2050 Site Visit		-	-	-	-
31001 5310 Subrecipients		556,790	-	-	556,790
31002 Heartland 2050 Mini Grants - FY20		125,000	-	-	125,000
31002 Heartland 2050 Mini Grants - FY19		212,500	-	-	212,500
31002 Heartland 2050 Mini Grants - FY18		190,000	-	-	190,000
31003 Planning Local Subrecipients		417,142	-	-	417,142
72021 Eppley Corridor Connector Study		-	-	-	-
72022 Owner Occupied Housing Rehab		-	-	-	-
Subtotal Contracts & Subrecipients - Federal Share		1,572,822	100,000	-	1,672,822
Subtotal Contracts & Subrecipients - State Share		40,000	100,000	-	140,000
Subtotal Contracts & Subrecipients- Local Share		1,559,183	-	-	1,559,183
Subtotal Contracts & Subrecipients		3,172,005	200,000	-	3,372,005
Total Federal Share		2,944,347	227,680	-	3,172,027
Total State Share		50,000	198,500	-	248,500
Total Local Share		1,746,971	328,820	349,865	2,475,656
Total Activities		4,741,318	755,000	349,865	5,896,183
Match Funding					
Local/Subrecipient Cash		311,988	209,570	282,865	854,423
State Funding		50,000	198,500	-	248,500
Contracts		-	119,250	10,000	129,250
Heartland 2050 Foundation Cash		30,000	-	57,000	87,000
Aerial Photography Match		1,015,573	-	-	1,015,573
In-kind Match		389,410	-	-	389,410
Total Match		1,796,971	527,320	349,865	2,724,156
Match %		37.90%	70%	100%	46%
		-	-	-	-

FY-2020 COMMUNITY & ECONOMIC DEVELOPMENT WORK PROGRAM ACTIVITIES

The following pages detail the work activities that MAPA and contract subrecipients will undertake in FY 2020 (July 1, 2019 through June 30, 2020). These activities are divided into Community Development Assistance (710) and Economic Development Assistance (720).

Community Development Assistance (710)

Objective - To provide technical assistance to jurisdictions in identifying community development needs and the resources to meet those needs.

Previous Work

- Jurisdictional visits to determine local needs and aspirations
- Preparation of local plans and land use policies and ordinances
- Provide management assistance to local governments and other organizations
- Preparation of applications for financial assistance
- Management of financial assistance awarded

Work Activities

21. Jurisdictional Visits - Meet officials and other community representatives of each community within MAPA region. Document the needs and objectives of communities. Provide technical assistance on methods to address needs and implementing activities consistent with local objectives. Coordinate local activities with other regionally significant projects.
22. Local Planning Assistance - Provide local jurisdictions assistance with strategic, comprehensive, disaster mitigation, housing and community development, and downtown revitalization plans, and local land use ordinances and policy.
23. Local Management Assistance - Provide local jurisdictions with community management assistance (code enforcement, urban renewal and revitalization, demolition, etc.)
24. Grant Writing Assistance - Prepare financial assistance applications for local jurisdictions and other members to address established needs and to implement local plans and strategies. Focus will be placed on place making through downtown redevelopment, public infrastructure, housing rehabilitation and development, quality of life and recreational improvements, and hazard mitigation.
25. Grant Management - Contract for the administration of financial assistance awards to ensure compliance with state and federal requirements. This includes completion of environmental reviews, monitoring, procurement and labor standards compliance, financial and project managements, and reporting.
26. Technical and Policy Education Activities - Participate in ongoing education and staff development activities such as workshops, conferences, and webinars devoted to planning and research-related policy and technical information. Event sponsors include local, state and national organizations such as the Greater Omaha Chamber, Nebraska Regional Officials Council (NROC), Iowa Councils of Government (ICOG), National Association of Regional Councils (NARC), National Association of Development Organizations (NADO), American Planning Association (APA), Nebraska Planning and Zoning Association (NPZA), and other organizations.
27. Related Agency Participation - Participate in local, state, and national associations that provide ongoing education, training, staff and leadership development, and peer-to-peer knowledge exchange. Event sponsors include local, state, and national organizations, including those listed under 710-26.
28. Certification and Memberships - Staff members apply, take required tests, and actively participate in

professional organizations such as the APA's American Institute of Certified Planners (AICP).

Ongoing Projects

Mills County Emergency Management Plan
Mills County Watershed Project Administration
Malvern 5-2-1-0 Program Administration
Pottawattamie County CITIES 2017 and 2018 Program Administration
Hancock Sanitary Sewer CDBG Administration
Caron/Macedonia CDBG DTR Administration
Phase II of Malvern 5-2-1-0 project
Environmental review for Blair Housing Authority
Malvern and Oakland strategic plans

Anticipated Projects

Carter Lake CDBG sanitary sewer application
Community strategic plans - (3)
Community comp plan - (1)
Flood recovery support: Public water, sanitary sewer, and storm water reconstruction and mitigation projects in Cass, Dodge, Mills, Pottawattamie and Sarpy Counties (EDA, CDBG, etc.)
HMGP hazard mitigation in Cass, Dodge, Mills, Pottawattamie and Sarpy Counties (HMGP)

Economic Development Assistance (720)

Objective - To provide technical assistance to jurisdictions to identify economic development needs and the resources to meet those needs.

Previous Work

- Prepare and maintain CEDS
- Planning for distressed areas
- Assisting local jurisdictions with economic development activities
- Revolving loan fund administration
- Affordable housing

Work Activities

21. Economic Development Assistance - Prepare and maintain Certified Economic Development Strategy for the MAPA region including reporting and compliance management. Assist in the economic development planning with emphasis on economically distressed and low and moderate income areas. Assisting local jurisdictions with economic development studies and strategies, economic development financing and projects, manage revolving loan funds.
22. Housing Activities - Provide local jurisdictions assistance with housing needs assessments and studies. Securing financial assistance for housing rehabilitation, acquisition rehabilitation, and new housing construction with emphasis placed on affordable and workforce housing.

Ongoing Projects

CEDS/LRTP Update

Revolving loan fund administration

Valley and Waterloo housing rehabilitation

Council Bluffs Housing Trust Fund administration

Blair RWHF administration

Anticipated Projects

Blair NAHTF Demonstration and normal round application for Blair multi-family

Water infrastructure project, Oakland, IA

Pottawattamie County housing trust fund and rural workforce housing program

2019 EPA Brownfield assessment grant

2019 EPA Brownfield multi-purpose grant - Omaha Municipal Land Bank (OMLB)