

METROPOLITAN AREA PLANNING AGENCY  
2222 Cuming Street  
Omaha NE 68102-4328  
Finance Committee  
November 28, 2018

The MAPA Finance Committee met November 28, 2018, in the MAPA conference room. Patrick Bloomingdale called the meeting to order at 8:30 a.m.

ROLL CALL

Members Present

Patrick Bloomingdale, Secretary/Treasurer  
Steve Dethlefs, Washington County  
Clare Duda, Douglas County  
Gary Mixan, Sarpy County  
Carol Vinton, Mills County

Staff Present

Court Barber (left @ 8:53 a.m.)  
Natasha Barrett  
Mike Helgerson  
Donald Gross (arrived @ 9:07 a.m.)  
Karna Loewenstein (arrived @ 8:50 a.m.)  
Amanda Morales  
Greg Youell

Members Absent

Tom Hanafan, Pottawattamie County

A. MONTHLY FINANCIAL STATEMENTS (September 2018)

1. Bank Reconciliations (Washington County, American National Bank) and Statements on Investments
2. Receipts and Expenditures
3. Schedule of Accounts Receivable/ Accounts Payable
4. Statement of Financial Position
5. Statements of Revenues and Expenditures

Ms. Morales presented the September financials.

B. FOR FINANCE COMMITTEE APPROVAL

1. Contract Payments

- a. Metro – PMT #1 - \$15,302.81
- b. Black Hills Works – PMT #1 - \$19,028.76
- c. Douglas County GIS Activities – PMT #1 - \$8,009.12
- d. Metro Plan Mini Grant – PMT #1 - \$70,128.69
- e. Hamilton Associates – PMT #1 - \$10,200.00
- f. Emspace + Lovgren – PMT #5 - \$16,359.03
- g. City of Omaha – Public Works – PMT # 1 - \$17,261.13

Mr. Youell presented the contract payments. Metro Transit's payment is for their first quarter FY 2019 transportation planning activities. Black Hills Works payment request is for transportation services to and from Offutt for seniors and individuals with disabilities employed by Offutt Air Force Base for the 1st quarter of FY 2019. Douglas County GIS is requesting transportation planning funds for their work in the first quarter of FY 2019. The Metro Mini Grant request is for the first payment on the Transit Development plan contract. Hamilton Associates payment is for services rendered through October 31, 2018, in connection with the audit for the year ended June 30, 2018. The Emspace + Lovgren's reimbursement request is for their expenses September 29, - October 30, 2018, related to the CMAQ Air Quality and Reduced Fare Program. The City of Omaha Public Works payments are for the City's traffic counting program for through September 30, 2018.

MOTION Duda SECOND by Vinton, to approve the contract payments as presented. MOTION CARRIED.

2. Contract Payments w/Exceptions

- a. Economic Development Research Group, Inc. PMT # 6- \$25,679.01

Mr. Youell presented the Economic Development Research Group contract payment with exceptions for their September professional services and consultant services relating to the Transit ROI Study.

MOTION Duda SECOND by Vinton, to approve the Economic Development Research Group contract payment once all exceptions have been cleared. MOTION CARRIED.

3. New Contracts

- a. Kissel, Kohout ES Associates Lobbyist Agreement - \$10,000 per year/2 years

Mr. Youell presented the Kissel Kohout ES Associates Lobbyist Agreement for \$10,000 per year effective through December 2020.

MOTION Duda SECOND by Mixan, to move the new Kissel contract to item C. on the agenda and recommend that the MAPA Board of Directors approve the Kissel Kohout ES Associates lobbyist contract as presented. MOTION CARRIED.

4. New Purchases

- b. ESRI – ArcGIS Monitor - \$9,000

Mr. Youell presented the Environmental Systems Research Institute, Inc. (ESRI) purchase of ArcGIS Monitor in the amount of \$9,000, for Douglas County. Funds for this purchase will be withdrawn from the NPAIT Ortho Quads investment account held for Aerial Photography/GIS activity in Douglas County.

MOTION Vinton SECOND by Duda to approve the ESRI purchase as presented. MOTION CARRIED.

5. CD Reinvestment

Mr. Youell presented the CD reinvestment recommendation for a three year CD at 3.15% brokered through American Wealth Partners.

The Committee felt like 3.15% may not be best available rate. Mr. Youell said he would have Cory with American Wealth Partners review the current options available.

MOTION Duda SECOND Dethlefs to approve staff to move forward with the purchase of a CD through American Wealth Partners at the best available rate. MOTION CARRIED

C. RECOMMENDATION TO THE BOARD

1. Final Contract payments

- a. Florence Home for the Aged - \$7,898.29

Mr. Youell presented the Florence Home's final contract payment for services provided in the first quarter of FY 2019, to their elderly, disabled, and veteran residents

Mr. Barber explained to the committee the services that Florence Home provides and receives Federal Transit Administration (FTA), 5310 funding for. A new 5310 funding contract for Florence Home for the Aged is on this month's agenda for recommendation for Board approval

MOTION Vinton SECOND by Duda to recommend that the Board of Directors approve Florence Home's final payment as presented. MOTION CARRIED.

2. New Contracts

- a. On-Call Communication Services Program Agreement - \$125,000

Mr. Youell presented the On-Call Communications Services Program Agreement for \$125,000. The New BLK was the firm selected for this program agreement. The Nebraska Department of Revenue (NDOT) is currently drafting the agreement and MAPA will have it before the Board meeting on December 06, 2018.

MOTION Duda SECOND by Vinton to recommend that the Board of Directors approve the On-Call Communications Services agreement as presented. MOTION CARRIED.

- b. Travel Demand Modeling Program Agreement - \$35,000

Mr. Youell presented the Travel Demand Modeling Program Agreement for total of \$35,000, federal funding of

\$28,000, and \$7,000 in local funding.

MOTION Duda SECOND by Vinton to recommend that the Board of Directors approve the Travel Demand Modeling Agreement as presented. MOTION CARRIED.

c. WellCom – not to exceed \$20,000

Mr. Youell presented the WellCom Agreement for up to \$16,000 in federal funding and \$4,000 in local match funding.

Wellcom will promote physical activity, support active modes of transportation, and provide guides for employers and worksites to promote "Little Steps, Big Impact" program that reduce air pollution throughout the metro area.

MOTION Vinton SECOND by Duda to recommend that the Board of Directors approve the WellCom Agreement as presented. MOTION CARRIED.

d. Florence Home for the Aged - \$42,478 Federal - \$42,478 Local

Mr. Youell presented the Florence Home for the Aged contract for \$42,478 in federal funding and \$42,478 in local funding. The contract period is October 1, 2018 through December 31, 2019.

MOTION Duda SECOND by Mixan to recommend that the Board of Directors approve the Florence Home for the Aged contract as presented. MOTION CARRIED.

e. Iowa West Foundation - \$14,625

Ms. Loewenstein presented the Iowa West Foundation grant award to implement the Heartland 2050/Close the Gap program. This award runs through the fiscal year end June 30, 2019.

MOTION Vinton SECOND by Dethlefs to recommend that the Board of Directors approve the Iowa West Foundation grant award as presented. MOTION CARRIED.

f. MOU Sarpy County Arterial and Collector Road Location Study - \$60,000

Mr. Youell presented the MOU Sarpy County Arterial and Collector Road Location Study with MAPA securing \$30,000 in federal funding and Sarpy County contributing \$60,000 in local matching funds.

MOTION Duda SECOND by Mixan to recommend that the Board of Directors approve the Sarpy County MOU as presented. MOTION CARRIED.

g. MOU w/City of Omaha 24th Street Corridor Study - \$25,000

Mr. Youell presented the MOU with the City of Omaha Planning Department for the 24<sup>th</sup> Street Corridor Study and action plan. MAPA will secure \$100,000 in federal funding for the project and the City of Omaha will contribute \$25,000 in local match.

MOTION Duda SECOND by Dethlefs to recommend that the Board of Directors approve the City of Omaha MOU as presented. MOTION CARRIED.

3. Travel

a. EDPF Certification – Springfield, MO – Anderson - \$2,405.64

Mr. Youell presented travel for Grant Anderson to attend the EDPF Certification course December 2<sup>nd</sup> through 7<sup>th</sup> in Springfield, Missouri, at an estimated expense of \$2,405.64.

MOTION Vinton SECOND by Mixan to recommend that the Board of Directors approve the travel as presented. MOTION CARRIED.

4. Pension Plan Resolution to Remove Volunteering After-Tax Contributions to the Plan

Mr. Youell presented the pension plan resolution to remove after-tax contributions to the plan. These contributions are unfavorable to the participant because contributions are taxable at distribution for both the principal and investment growth.

MOTION Vinton SECOND by Mixan to recommend that the pension plan resolution as presented. MOTION CARRIED.

D. RECOMMENDATIONS TO FOUNDATION BOARD

1. MOU Amendment between the MAPA Foundation and the City of Blair

Mr. Gross presented the MOU amendment between the MAPA Foundation and the City of Blair. Two Rivers Bank decided not to participate in the agreement.

MOTION Duda SECOND by Vinton to recommend the Foundation Board of Directors approve the MOU amendment as presented. MOTION CARRIED

E. DISCUSSION/INFORMATION

F. ADJOURNMENT

The meeting adjourned at 9:13 a.m.