

METROPOLITAN AREA PLANNING AGENCY
2222 Cuming Street
Omaha, NE 68102-4328
Finance Committee
May 22, 2019

The MAPA Finance Committee met May 22, 2019, in the MAPA conference room. Patrick Bloomingdale called the meeting to order at 8:30 a.m.

ROLL CALL

Members Present

Scott Belt, Pottawattamie County
Patrick Bloomingdale Secretary/Treasurer
Clare Duda, Douglas County
Don Kelly, Sarpy County (arrived @ 8:32)
Carol Vinton, Mills County

Staff Present

Natasha Barrett (arrived @ 8:40 a.m.)
Josh Corrigan
Melissa Engel
Don Gross (arrived @ 8:44 a.m.)
Amanda Morales
Katie Preister
Greg Youell

Members Absent

Steve Dethlefs, Washington County

A. FINANCE COMMITTEE INFORMATION

1. MONTHLY FINANCIAL STATEMENTS (March)

- a. Bank Reconciliations (American National & Washington County) and Statements on Investments
- b. Receipts and Expenditures
- c. Schedule of Accounts Receivable/ Accounts Payable
- d. Statement of Financial Position
- e. Statements of Revenues and Expenditures

Ms. Engel presented the March Financials. The Washington County Revolving Loan funds of just under \$188,000, held at NPAIT will be transferred to Washington County. This is in compliance with a notification received following a recent desk audit of the program. MAPA will continue to administer the grants for the County.

B. FOR FINANCE COMMITTEE APPROVAL

1. Contract Payments

- a. Council Bluffs – PMT #1 - \$12,988.00
- b. Emspace + Lovgren – PMT #10 - \$8,877.04
- c. Emspace + Lovgren – PMT #11 - \$17,304.17
- d. Felsburg Holt & Ullevig - Bellevue Bridge Study – PMT #2 - \$43,645.80
- e. Omaha Public Works – PMT # 3 – \$7,770.11
- f. Pictometry– PMT #2 – \$308,188.27
- g. Pottawattamie County GIS – FY 2019 - \$7,538.79
- h. Sarpy County Planning & GIS – PMT #3 - \$13,169.33

Mr. Youell presented the contract payments for Finance Committee approval.

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

2. Contract Payments with Exceptions

- a. Douglas County GIS – PMT #3 - \$20,885.59
- b. Omaha Planning – PMT #3 – not to exceed - \$15,873.23
- c. Wellcom – PMT #2 – not to exceed - \$885.08

Mr. Youell presented the contract payments with exceptions.

MOTION Duda SECOND by Vinton, to approve the contract payments with exceptions once all necessary documentation is received. MOTION CARRIED.

C. RECOMMENDATION TO THE BOARD

1. Final Contract Payments

- a. Metro Transit mini grant - \$2,412.18

Mr. Youell presented the final contract payment for the Metro Transit mini grant.

MOTION Belt SECOND by Duda, to recommend that the Board of Directors approve the final contract payment as presented. MOTION CARRIED.

2. Contract Amendments

- a. Douglas County GIS Budget Amendment
- b. Omaha Planning Budget Amendment
- c. Pott. Co. CITIES Admin. (Macedonia, Minden, Treynor, Walnut) – Extension of Time to May 15, 2020
- d. Pott. Co. CITIES Admin. (Carson & Hancock) – Extension of Time to May 15, 2020

Mr. Youell presented the contract amendments.

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

3. New Contracts

- a. Douglas County GIS- \$55,000 Federal, \$23,571 Local Match, \$2,750 Admin
- b. Metro Transit Planning- \$60,000 Federal, \$25,714 Local Match, \$3,000 Admin
- c. Omaha Planning - \$30,000 Federal, \$12,857 Local Match, \$1,500 Admin
- d. Omaha Public Works- \$60,000 Federal, \$25,714 Local Match, \$3,000 Admin
- e. Pottawattamie County GIS- \$30,000 Federal, \$12,857, \$1,500 Admin
- f. Sarpy County Planning & GIS- \$57,000 Federal, \$24,429 Local Match, \$2,850 Admin
- g. Pottawattamie County CITIES Administration - \$5,000

Mr. Youell presented the new contracts. Items a. – f. are all pass through transportation planning contracts for FY 2020.

Mr. Gross explained that the Pottawattamie County CITIES Administration contract effective April 15, 2019 through May 1, 2020, will include the cities of Macedonia and Treynor.

MOTION Belt SECOND by Duda to recommend that the Board of Directors approve the new contracts as presented. MOTION CARRIED.

4. Insurance Renewals

- a. Benefits- Rate pass through 6/30/2021 with no plan changes:
 - i. Life/AD&D
 - ii. Long Term Disability
 - iii. Dental Plan
 - iv. Vision

Ms. Preister presented the benefits insurance renewals that came to the Finance Committee with a favorable recommendation from the Benefits Committee.

MOTION Duda SECOND by Belt to recommend that the Board of Directors approve benefits insurance renewal as presented. MOTION CARRIED.

b. General Liability Insurance Renewal

Ms. Engel provided the committee with an updated general liability insurance comparison. MAPA is currently waiting on one additional broker to submit renewal rates. Mr. Bloomingdale offered the assistance of Douglas County's Risk Management office to review and make recommendations on the renewal proposals. The policies renew July 1, 2019, so staff would like to have the Finance Committee recommend that the Board grant the Committee the authority to approve the general liability insurance renewal at the June Finance Committee meeting.

MOTION Belt SECOND by Duda to recommend that the Board of Directors grant the Finance Committee the authority to approve a general liability insurance policy at the June Finance Committee meeting. MOTION CARRIED.

5. Part Time Benefits Eligibility

- a. Proposed change to benefits eligibility from 30 hours per week to 21 hours per week

Ms. Preister presented the part time benefits eligibility that came to the Finance Committee with a favorable recommendation from the Benefits Committee.

MOTION Duda SECOND by Vinton to recommend that the Board of Directors approve the proposed changes to part time benefits eligibility as presented. Kelly opposed the changes to the part time benefits eligibility. MOTION CARRIED by majority.

6. FY 2019 Budget Amendments

- a. Line Item Budget
b. Work Program/UPWP

Mr. Youell presented the FY 2019 budget amendments.

MOTION Belt SECOND by Vinton to recommend that the Board of Directors approve the FY 2019 budget amendment as presented. MOTION CARRIED.

7. FY 2020 BUDGET

- a. Funds Budget
b. Line Item Budget
c. Program Budget
d. Work Program/UPWP
e. Community Development Work Program

Mr. Youell presented the FY 2020 Budgets

MOTION Belt SECOND by Duda to recommend that the Board of Directors approve the FY 2020 budgets as presented. MOTION CARRIED.

8. Interlocal Agreement

- a. Amendment to add Cass County

Mr. Youell presented the Interlocal agreement amendment.

MOTION Belt SECOND by Duda to recommend that the Board of Directors approve the Interlocal Agreement amendment contingent upon the passing of the bill in Nebraska Legislature adding Cass County to the MAPA region. MOTION CARRIED.

D. OTHER

E. ADJOURNMENT

The meeting adjourned at 9:25 a.m.