

METROPOLITAN AREA PLANNING AGENCY  
2222 Cuming Street  
Omaha NE 68102-4328  
Finance Committee  
July 18, 2018

The MAPA Finance Committee met June 20, 2018, in the MAPA conference room. Patrick Bloomingdale called the meeting to order at 8:40 a.m.

ROLL CALL

Members Present

Patrick Bloomingdale, Secretary/Treasurer  
Steve Dethlefs, Washington County  
Clare Duda, Douglas County  
Tom Hanafan, Pottawattamie County  
Carol Vinton, Mills County

Staff Present

Natasha Barrett  
Melissa Engel  
Don Gross  
Mike Helgersen  
Greg Youell

Members Absent

Gary Mixan, Sarpy County

A. MONTHLY FINANCIAL STATEMENTS (May 2018)

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

Ms. Engel presented the May financials. She reported that the Agency has a NPAIT CD that will mature at the beginning of September for \$99,970. These funds will likely be reinvested as interest rates have risen.

B. FOR FINANCE COMMITTEE APPROVAL

1. Contract Payments with exceptions
  - a. Intercultural Senior Center – PMT #2 – Not to exceed \$3,267.54
  - b. EDR Group – PMT #2- Not to exceed \$4,351.50

Mr. Youell presented the contract payments. Payments are with exceptions because additional review is needed. Intercultural Senior Center covers March through May. EDR Group is doing economic analysis on the Transit ROI Study.

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

2. New Contract

- a. Verdis Group - \$10,000.00

Mr. Youell presented the Verdis Group contract. Verdis Group has already collected a lot of data on commuting and air quality. This contract will allow us to use some of this data. They will also prepare and present a whitepaper, which will assist Little Steps. Big Impact. Verdis also agreed to sponsor \$2,000 that can go toward matching funds.

MOTION Vinton SECOND by Hanafan, to approve the Verdis Group. MOTION CARRIED.

C. RECOMMENDATION TO THE BOARD

1. Final Contract Payments

- a. City of Council Bluffs - \$31,547.00
- b. Southwest Iowa Planning Council - \$106,000.00
- c. Pottawattamie County GIS - \$5,420.34

Mr. Youell presented the final contract payments. The Council Bluffs payment is for paratransit services. The Southwest Iowa Planning Council payment is for a bus purchase. The Pottawattamie County GIS payment is their quarter 4 payment.

MOTION Duda SECOND by Hanafan to recommend that the Board of Directors approve the final contract payments as presented. MOTION CARRIED.

2. Final Contract Payments with exceptions

- a. Heartland Family Services – Not to exceed \$22,000.00
- b. City of Omaha Planning– Not to exceed \$3,960.66

Mr. Youell presented final contract payments with exceptions. The Heartland Family Services final payment is for their ways to work program. The City of Omaha Planning payment still needs reviewed.

MOTION Vinton SECOND by Hanafan to recommend that the Board of Directors approve the final contract payments with exceptions as presented. MOTION CARRIED.

3. New Contract

- a. Peter Kiewit Foundation - \$170,000.00 & \$170,000.00 match

Mr. Youell presented the Peter Kiewit Foundation contract. This will be for Heartland 2050 activities like the Site Visit trips for the next 3 years.

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

4. Travel

- a. Heartland 2050 Site-Visit to Pittsburgh, PA – 3 Staff & 27 Others - \$57,804.00

Ms. Youell presented the Heartland 2050 Site-Visit trip to Pittsburgh, PA which will be October 21-24, 2018. They will be able to attend the Rail-Volution Conference.

MOTION Hanafan SECOND by Duda to recommend that the Board of Directors approve the Heartland 2050 Site-Visit to Pittsburgh, PA as presented. MOTION CARRIED.

5. Health Insurance Renewal

Ms. Engel presented the health insurance renewal recommended to Finance Committee by the Benefits Committee which will be to keep our current plan with a 2.6% price increase.

MOTION Duda SECOND by Vinton to recommend that the Board of Directors approve the Health Insurance Renewal as presented. MOTION CARRIED.

6. Audit Engagement Letter

Ms. Engel presented the Audit Engagement Letter. The fee for the audit will not exceed \$11,000.00.

MOTION Hanafan SECOND by Duda to recommend that the Board of Directors approve the Audit Engagement Letter as presented. MOTION CARRIED.

D. RECOMMENDATION TO FOUNDATION BOARD

1. New Contract

- a. Nebraska DED Rural Workforce Housing \$351,450.00

Mr. Youell presented the Nebraska DED Workforce Housing contract for the Blair Housing project. Mr. Gross explained that we will open an account at a bank in Blair to process and review loans.

E. DISCUSSION/INFORMATION

- 1. NARC Conference will be held in Omaha in June 2019.

Mr. Youell asked for input on Sponsorship Levels for upcoming NARC Conference to be held in Omaha.

F. OTHER

G. ADJOURNMENT

The meeting adjourned at 9:32 a.m.