

**METROPOLITAN AREA PLANNING AGENCY**  
**2222 Cuming Street**  
**Omaha, NE 68102-4328**  
**Benefits & Finance Committee**  
**July 17, 2019**

The Metropolitan Area Planning Agency Benefits and Finance Committee met July 17, 2019, 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 (left at 9:30 a.m.)  
Steve Dethlefs, Washington County  
Clare Duda, Douglas County  
Don Kelly, Sarpy County  
Justin Schultz, Pottawattamie County  
Carol Vinton, Mills County

Staff Present

Grant Anderson  
Natasha Barrett  
Melissa Engel  
Mike Helgersen  
Amanda Morales  
Katie Preister  
Greg Youell

Other

Jeff Freygang SilverStone Group  
Kristin Nollett SilveStone Group

A. Approval of MAY 22, 2019 BENEFITS COMMITTEE MEETING MINUTES (ACTION)

The Benefits Committee will consider for approval the May 22, 2019 meeting minutes.

MOTION Vinton SECOND by Kelly, to approve May 22, 2019 Benefits committee meeting minutes as presented. MOTION CARRIED.

B. RETIREMENT PLAN FUND OFFERINGS (ACTION)

The Benefits Committee will consider for approval a change in retirement plan fund offerings.

Ms. Preister presented the retirement plan fund offerings. The recommendation from MAPA staff was to replace the Oppenheimer Main Street Mid Cap A and Fidelity Advisory Leverage Co. Stk A funds which have been performing below average for the past few quarters, with Federated MDT Mid Cap Growth A and PIMCO Income A funds.

Don Kelly asked a few questions regarding the retirement plan fund and recommended that the staff periodically look at market rates rather than solely relying on recommendation from a Financial Advisor.

MOTION Kelly SECOND by Vinton to recommend that the Board of Directors approve the retirement plan fund offerings as presented. MOTION CARRIED.

C. HEALTH INSURANCE (ACTION)

1. Health Insurance Plan

The Committees will review and consider for recommendation to the Board of Directors for approval one of three health insurance plans

Ms. Nollett presented the committees with three health insurance plan options. The current BlueCoss/BlueShield BluePride Option 3, pre-Affordable Health Care Plan (ACA) has been discontinued. MAPA must select a new health insurance plan to become effective September 1, 2019. MAPA staff recommended that the committees approve the BlueCross /BlueShield BlueFlex FPA19 plan.

MOTION Engel SECOND by Duda recommend that the Board of Directors approve the BlueCross /BlueShield BlueFlex FPA19 plan as presented. MOTION CARRIED.

2. Premium Structure/Policy Change Recommendation

The Committees will review and consider for recommendation to the Board of Directors for approval changes to the premium structure and Employee Benefits Policy (Section XIII).

Ms. Preister presented the premium structure/policy change recommendation of MAPA covering the premium costs for health and dental insurance for employee only coverage at 93% and employee plus dependent converge at 85%.

MOTION Kelly SECOND by Dethlefs recommend that the Board of Directors approve the premium structure/policy change as presented. MOTION CARRIED.

D. ADJOURNMENT OF BENEFITS COMMITTEE

The Benefits Committee adjourned at 9:10 a.m.

E. FINANCE COMMITTEE INFORMATION

1. MONTHLY FINANCIAL STATEMENTS (May)

- 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 May financials.

F. FOR FINANCE COMMITTEE APPROVAL

1. Contract Payments

- a. City of Omaha - 13th Street Walkability Study - PMT #2 - \$1,306.46
- b. Emspace + Lovgren - PMT #12 - \$13,506.47
- c. Emspace + Lovgren - PMT #13 - \$19,906.63
- d. Steve Jensen Consulting - PMT #2 - \$910.00
- e. Vireo - PMT #2 - \$11,617.65
- f. Wellcom - PMT #3 - \$1,380.43

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

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

2. Purchases

- a. Central Plains Technology Plan - \$5,210.

Mr. Youell presented the Central Plains Technology purchase.

MOTION Duda SECOND by Kelly, to approve the Central Plains Technology Plan purchase as presented MOTION CARRIED.

3. Travel

- a. Reclaiming Vacant Properties Conference – Atlanta, GA - October 2-4, 2019 – Jeff Spiehs – Not to exceed \$1,100
- b. NARC Executive Directors Conference and Board Retreat – Scottsdale, AZ – October 26 - 30, 2019 – Greg Youell & Carol Vinton – \$1,713.66

Mr. Youell presented the travel requests for Finance Committee approval.

MOTION Kelly SECOND by Dethlefs, to approve the travel as presented. MOTION CARRIED.

G. RECOMMENDATION TO THE BOARD

1. Final Contract Payments

- a. Douglas County GIS - \$15,731.00
- b. City of Omaha Planning - \$364.76
- c. Pottawattamie County GIS - \$4,965.93

Mr. Youell presented the final contract payments.

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

2. New Contracts

- a. Iowa West Foundation Grant - \$27,500.00
- b. I-80 Interchange Planning & Environmental Linkages (PEL) Study – MOU

Mr. Youell presented the new contracts. The Iowa West Foundation Grant supports the Heartland 2050 project. The I-80 Interchange Planning & Environmental Linkages (PEL) Study – MOU is between MAPA, Sarpy County, City of Papillion and City of Gretna Nebraska.

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

3. Travel

- a. Heartland 2050 Site-Visit – Dallas, TX – October 23 - 25, 2019 – 4 Staff & 24 Others – \$47,014.40

Mr. Youell presented the Heartland 2050 Site Visit Travel.

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

4. Audit Engagement Letter

Ms. Engel presented the FY 2019 audit engagement letter with Hamilton Associates, P.C.

MOTION Kelly SECOND by Dethlefs, to recommend that the Board of Directors approve the FY 2019 audit engagement letter as presented and complete a Request for Proposal (RFP) for the FY 2020 audit. MOTION CARRIED, Bloomingdale was not present for the vote.

H. OTHER

1. Anticipated FY2020 Activities

- a. Transportation Studies
- b. Flood Recovery

Mr. Helgeson provided the committee with a list of upcoming transportation project RFP's. Mr. Youell presented a list of anticipated flood recovery projects.

D. ADJOURNMENT

The Finance Committee meeting adjourned at 9:50 a.m.