

METROPOLITAN AREA PLANNING AGENCY
2222 Cuming Street
Omaha, NE 68102-4328
Finance Committee
February 19, 2020

The Metropolitan Area Planning Agency Finance Committee met February 19, 2020, in the MAPA conference room. Patrick Bloomingdale called the meeting to order at 8:28 a.m.

ROLL CALL

Members Present

Patrick Bloomingdale Secretary/Treasurer
Clare Duda, Douglas County
Jim Warren, Sarpy County
Janet McCartney, Cass County
Carol Vinton, Mills County (8:43 AM)

Staff Present

Mike Helgerson
Amanda Morales
Greg Youell
Natasha Barrett
Michael Keays
Josh Corrigan

Guests

Liz Larson
Stephanie Abbott

Members Absent

Justin Schultz, Pottawattamie County
Steve Dethlefs, Washington County

A. DRAFT AUDITED FINANCIAL STATEMENTS – (ACTION)

Ms. Larson & Ms. Abbott of Hamilton Associates presented the draft audited financial statements to the Finance Committee. The auditors reported there were no findings or adjustments related to the financial statements. The Final version of the Audited Financials will be presented to the MAPA Board of Directors next week.

B. FINANCE COMMITTEE INFORMATION – (INFORMATION)

1. Monthly Financial Statements (November & December)
 - a. Bank Reconciliations (ANB & WCB) 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

Mr. Keays presented the November & December financials.

2. MAPA Projects / Activities
 - a. New / Anticipated Transportation and Community Development Projects

Mr. Youell provided an overview of anticipated projects

C. FOR FINANCE COMMITTEE APPROVAL – (ACTION)

1. Contract Payments
 - a. Hamilton Associates – Audit – PMT #2 – \$3,225.00
 - b. Metro Transit – Transportation Planning Activities – PMT #2 - \$21,042.19
 - c. City of Omaha Planning – FY 20 Transportation Planning Activities – PMT #2 – \$3,622.26
 - d. Sarpy County Planning & GIS – Transportation Planning Activities – PMT #2 – \$13,812.61
 - e. Toole Design Group – Council Bluffs 1st Avenue Transit Alternatives Analysis – PMT #1 - \$16,949.23

Mr. Youell presented the Contract Payments for committee approval.

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

D. RECOMMENDATIONS TO THE BOARD – (ACTION)

1. Final Contract Payments

- a. City of Council Bluffs – Paratransit Services - \$7,636.00
- b. Emspace + Lovgren – CMAQ and Reduced Fare Program – \$23,164.13

Mr. Youell presented the Final Contract Payments for Finance Committee recommendation to the Board.

MOTION by Duda, SECOND by Vinton to recommend final contract payments as presented. MOTION CARRIED.

2. Contract Amendment

- a. Pacific Junction – Agreement for Service (Iowa Flood Mitigation Fund – Property Acquisition Administrative Services)
- b. Pottawattamie County Housing Trust Fund, Inc. – Extension of Time and Name Change

Mr. Youell presented the Contract Amendments to the Finance Committee for recommendation to the Board.

MOTION by Vinton, SECOND by Warren to recommend contract amendments presented. MOTION CARRIED.

3. New Contracts/Task Orders

- a. Office Equipment Lease

Mr. Corrigan presented the Copier Lease/Plotter Purchase comparison to the Finance Committee for recommendation to the Board. The Lease period will be 60 months. The Finance Committee agreed that Bishop seemed like the best value.

MOTION by Duda, SECOND by Vinton to recommend Board approval of the office equipment lease & purchase. MOTION CARRIED.

4. Travel

- a. Four staff members, Technology of Participation (ToP) Facilitation Methods Training - Seward, NE - \$2,548.92

Mr. Youell presented the request for travel for four staff members to the Finance Committee for recommendation to the Board.

MOTION by Vinton, SECOND by McCartney to recommend Board approval of the travel. MOTION CARRIED.

5. FY 2021 Budget

- a. Preliminary Funds Budget

Mr. Keays presented the FY2021 Funds Budget to the Finance Committee for recommendation to the Board.

MOTION by Vinton, SECOND by Warren to recommend Board approval of the preliminary funds budget. MOTION CARRIED.

E. DISCUSSION

- 1. Alfred Benesch & Co. – Sarpy County I-80 Interchange Study

Mr. Helgerson discussed the Sarpy County I-80 Interchange Study and reviewed the Scope of Services. The total contract, which is being finalized by NDOT is \$366,000 and anticipated to be ready for the Board's consideration next week.

F. ADJOURNMENT

The Finance Committee meeting adjourned at 9:15 a.m.