

**FINANCE COMMITTEE MEETING**

**May 20, 2020 – 8:30 a.m.**

**AGENDA**

*In an abundance of caution due to our community's current public health situation with COVID-19, and in compliance with Nebraska Executive Order No. 20-03 dated March 17, 2020, the meeting of the Omaha-Council Bluffs Metropolitan Area Planning Agency (MAPA) Finance Committee will be a virtual meeting.*

*The meeting will be streamed live through MAPA's Facebook page. Anyone interested in viewing the meeting should go to [facebook.com/MAPA2222/](https://facebook.com/MAPA2222/)*

**A. FINANCE COMMITTEE INFORMATION (INFORMATION)**

1. Monthly Financial Statements (March)
  - 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
2. MAPA Projects / Activities
  - a. New / Anticipated Transportation and Community Development Projects

**B. FOR FINANCE COMMITTEE APPROVAL – (ACTION)**

1. Contract Payments Pending Staff Review
  - a. City of Omaha Planning - FY 2020 Planning- PMT#3 - \$12,100.87
  - b. Emspace + Lovgren - 2020 Clean Air Partnership Campaign - PMT#2 - \$8,194.38
  - c. HDR - On-Call Travel Demand Modeling Services - PMT#4 - \$8,168.00
  - d. Sarpy County Planning & GIS - FY 2020 Planning & GIS Activities - PMT#3 - \$17,417.57
  - e. Toole Design - Council Bluffs 1st Avenue Transit Alternative Analysis - PMT#4 - \$7,704.94
  - f. We Are The New Black, LLC - On-Call Community Support:Task Order 2 - PMT#3 - \$4,312.50

C. RECOMMENDATIONS TO THE BOARD – (ACTION)

1. Contract Amendment

- a. The Nebraska Environmental Trust - Little Steps Big Impact Contract # NET 19-135 - extension of time to June 30, 2021
- b. Pottawattamie County CITIES Administration (19POTT02) cities of: Macedonia and Treynor - Extension of Time from May 1, 2020 to September 1, 2020.

2. New Contracts/Task Orders

- a. FY 2021 Federal Planning Pass Through Grants -
  - i. Douglas County GIS- \$55,000 Federal, \$23,571 Local Match, \$2,750 Admin
  - ii. Metro Transit Planning- \$60,000 Federal, \$25,714 Local Match, \$3,000 Admin
  - iii. Omaha Planning - \$30,000 Federal, \$12,857 Local Match, \$1,500 Admin
  - iv. Omaha Public Works- \$60,000 Federal, \$25,714 Local Match, \$3,000 Admin
  - v. Pottawattamie County GIS- \$30,000 Federal, \$12,857, \$1,500 Admin
  - vi. Sarpy County Planning & GIS- \$57,000 Federal, \$24,429 Local Match, \$2,850 Admin
- b. Pacific Junction Iowa - Agreement for Service - Iowa Homeland Security and Emergency Management Division (HSEMD) Property Acquisition Program – (ACTION)  
MAPA will provide administrative services for property acquisitions in Pacific Junction funded through the Iowa HSEMD. MAPA will charge \$4,000 per property, not to exceed \$192,000.

3. Benefits and Insurance Renewals

- a. Benefits Renewal –
  - i. Life/AD&D
  - ii. Long Term Disability
  - iii. Dental Plan
  - iv. Vision
- b. General Liability Insurance Renewal –
  - i. Business Owner's Package
  - ii. Workers Compensation
  - iii. Directors & Officers
  - iv. Commercial Auto
- c. MAPA Personnel Policy Amendment – Section VIII: Leave - 8.01 Annual Leave

4. FY 2020 Budget Amendments

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

5. FY 2021 Budget

- a. Funds Budget

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

D. DISCUSSION

1. EDA CARES Act Applications

Staff will discuss 2 potential applications to EDA that will be presented for action at the Board meeting.

2. Community Development Update

Blair & Pacific Junction

E. ADJOURNMENT

Executive Session: We reserve the right to enter into an executive session in order to protect the public interest with respect to discussion regarding litigation and personnel.

*Meeting Quorum: The presence of two members of the Finance Committee shall constitute a quorum. (Operating By-Laws of the Omaha-Council Bluffs Metropolitan Area Planning Agency Finance Committee, Section IX)*