

METROPOLITAN AREA PLANNING AGENCY
2222 Cuming Street - Omaha, NE 68102-4328
Finance Committee – May 19, 2021

The MAPA Finance Committee met May 19, 2021 in the MAPA board room. Patrick Bloomingdale called the meeting to order at 8:38 a.m.

ROLL CALL

Members Present

Patrick Bloomingdale Secretary/Treasurer
Steve Dethlefs, Washington County
Carol Vinton, Mills County
Jim Warren, Sarpy County

Members Absent

Janet McCartney, Cass County
Chris Rodgers, Douglas County
Scott Belt, Pottawattamie County

Guest Present

Liz Larson, Hamilton Associates

Staff Present

Natasha Barrett
Court Barber
Christina Brownell
Sue Cutsforth
Matt Eash
Don Gross (8:55)
Michael Helgerson
Amanda Morales
Bridgette Smith
Greg Youell

A. DRAFT AUDIT REPORT

Ms. Larson presented the Draft Audit Report. The Committee held discussion of the report.

B. FINANCE COMMITTEE INFORMATION – (INFORMATION)

1. Monthly Financial Statements (February & 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

Mr. Eash presented the February and March 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. Ratification of Virtual Meeting Action Items

Mr. Youell proposed all action items approved virtually are upheld.

MOTION by Vinton, SECOND by Warren to approve virtual action items as proposed. MOTION CARRIED.

2. Contract Payments
 - a. Benesch - Pmt #11 - \$12,123.21
 - b. City of Omaha Planning – Pmt #3 - \$6,811.46

- c. HDR – Pmt #3 - \$4,876.56
- d. Pottawattamie County GIS – Pmt #3 - \$9,865.81
- e. Sarpy County GIS – Pmt #3 - \$17,810.53

Mr. Youell presented the Contract Payments for committee approval.

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

3. Contract Payments Pending Staff Review

- a. Olsson – Pmt #8 - \$35,804.00
- b. Omaha Development Foundation – Pmt #1 - \$27,750.00
- c. Omaha Development Foundation – Pmt #2 - \$27,750.00
- d. Omaha Public Works – Pmt #3 - \$7,569.63

Mr. Youell presented the Contract Payments Pending Staff Review for committee approval.

MOTION by Dethlefs, SECOND by Warren to approve contract payments as presented pending staff approval. MOTION CARRIED.

4. Contract Amendment

- a. Pottawattamie County CITIES Administration (18POTT01) Cities of Carson and Hancock – Extension of time from May 15, 2021 to December 31, 2021.

Mr. Youell presented the Contract Amendment for committee approval.

MOTION by Dethlefs, SECOND by Vinton to approve contract amendment as presented. MOTION CARRIED.

5. New Contracts

- a. Pottawattamie County CITIES Administration (21POTT04) – Cities of: Neola, Oakland and Underwood - \$7,500.00

Mr. Youell presented the New Contracts for committee approval.

MOTION by Warren, SECOND by Vinton to approve new contracts as presented. MOTION CARRIED.

D. RECOMMENDATIONS TO THE BOARD (Action)

1. Final Contract Payments

- a. Bergan KDV - \$8,500.00
- b. HDR Engineering - \$2,018.00
- c. Metro Transit – 3rd QTR - \$18,971.85
- d. Sarpy County Revolving Loan Fund - \$30,185.57

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

MOTION by Vinton, SECOND by Warren to recommend the final contract payment to the Board. MOTION CARRIED.

2. Contract Amendments

- a. Pottawattamie County CITIES Administration (17POTT01) Macedonia, Minden, Treynor & Walnut – Extension of Time to December 31, 2021.
- b. Pottawattamie County Downtown Revitalization (19POTT01) Macedonia and Carson – Extension of Time to December 31, 2021.

- c. Pottawattamie County CITIES Administration (20POTT03) Avoca, Neola, Macedonia & Treynor – Extension of time to April 30, 2022.
- d. FY2019 5310 Administration and Acquisition of Service – Programmed additional funding for a total of \$887,560 Federal, \$538,382 Local Match

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

MOTION by Warren, SECOND by Dethlefs to recommend the Contract Amendments to the Board. MOTION CARRIED

3. New Contracts

- a. City of Pacific Junction CDBG-DR Buyouts - \$98,250
- b. FY 2021 5310 Acquisition of Service and Program Administration - \$102,600 Federal, \$102,600 Local Match
- c. FY 2022 Federal Planning Pass through Agreements –
 - i. Douglas County GIS \$54,992 Federal, \$23,568 Local Match
 - ii. Metro Transit Planning Activities \$60,000 Federal, \$23,568 Local Match
 - iii. Omaha Planning \$40,005 Federal, \$17,145 Local Match
 - iv. Omaha Public Works \$60,000 Federal, \$25,714 Local Match
 - v. Pottawattamie County GIS \$30,000 Federal, \$12,857 Local Match
 - vi. Sarpy County Planning & GIS \$57,403 Federal, \$24,602 Local Match

Mr. Youell presented the New Contracts for recommendation to the Board.

MOTION by Vinton, SECOND by Warren to recommend the New Contracts to the Board. MOTION CARRIED.

4. Insurance Renewals

- a. Benefits
 - i. Life / AD&D
 - ii. Long Term Disability
 - iii. Dental
 - iv. Vision

Mr. Youell presented the Benefits Renewal for recommendation to the Board

MOTION by Vinton, SECOND by Dethlefs to recommend the Benefits Renewal to the Board. MOTION CARRIED.

- b. General Liability Insurance Renewal

Mr. Eash presented the General Liability Insurance Renewal for recommendation to the Board.

MOTION by Dethlefs, SECOND by Warren to recommend the General Liability Insurance Renewal to the Board. MOTION CARRIED.

5. FY2021 Budget Amendments

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

Mr. Youell presented the FY2021 Budget Amendments for recommendation to the Board.

MOTION by Warren, SECOND by Dethlefs to recommend the FY2021 Budget Amendments to the Board. MOTION CARRIED.

6. FY 2022 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 2022 Budget for recommendation to the Board.

MOTION by Warren, SECOND by Vinton to recommend the FY 2022 Budget to the Board. MOTION CARRIED.

D. DISCUSSION

E. ADJOURNMENT

The Finance Committee meeting adjourned at 9:35 a.m.