

FINANCE COMMITTEE MEETING MINUTES

October 19, 2022 – 8:30 a.m.

Patrick Bloomingdale called the meeting to order at 8:31 a.m

Roll Call/Introductions

Members Present

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

Members Absent

Scott Belt, Pottawattamie County
Carol Vinton, Mills County
Chris Rodgers, Douglas County
Dan Henry, Cass County

Staff Present

Natasha Barrett
Matt Eash
Charles Mitchell
Amanda Morales
Elizabeth Zeller
Grant Anderson
Mike Helgerson

A. FINANCE COMMITTEE INFORMATION – (INFORMATION)

1. Monthly Financial Statements (Preliminary August)

- 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

Matt Eash presented the Monthly Financial Statements for the month of August.

2. Audit Report

Mike Helgerson and Matt Eash presented the Audit Report to the Committee .

3. New Projects / Activities

Mike Helgerson presented the New Projects / Activities to the Committee.

B. FOR FINANCE COMMITTEE APPROVAL – (ACTION)

1. Contract Payments

- a. Benesch - PEL Study-PMT #21 - \$7,773.71
- b. HDR - HWY 75 - PMT #15 - \$26,201.63
- c. Landis Evans - Bike-Ped - PMT #3 - \$34,492.42

Mike Helgerson presented the Contract Payments for Committee Approval. MOTION Warren, SECOND Dethlefs to approve contract payments as presented. MOTION CARRIED

2. Contract Payments Pending Staff Review

- a. HDR - HWY 75 - PMT #16 - \$9,229.71
- b. Landis Evans - PMT #4 - \$36,924.07
- c. Pottawattamie County GIS - PMT #1 - \$15,183.70
- d. RDG - NEAT Study - PMT #4 - \$6,784.01
- e. Sarpy County Planning & GIS - PMT#1 - \$17,785.31

Mike Helgerson presented the Contract Payments Pending Staff Review for Committee approval. MOTION Warren, SECOND Dethlefs, MOTION CARRIED.

C. RECOMMENDATIONS TO THE FOUNDATION BOARD – (ACTION)

1. Contract Amendment -

- a. MAPA Foundation and Orchard Valley, Inc - Blair Rural Workforce Housing Fund – \$553,500

Mike Helgerson suggested moving the agenda item C.1.a to the next finance committee meeting on 11/30/2022.

MOTION by Warren, SECOND by Dethlefs, MOTION CARRIED.

D. RECOMMENDATIONS TO THE BOARD – (ACTION)

1. Final Contract Payments

- a. Revitalize, or Die - \$3,655.00

Mike Helgerson presented the Revitalize, or Die contract payment for \$3,655.00 to the committee for recommendation. MOTION by Warren, SECOND by Dethlefs, MOTION CARRIED

2. Final Contract Payments Pending Staff Approval

- a. Hamilton - PMT #3 - not to exceed \$7,025.00

Matt Eash presented the Hamilton PMT#3 for committee recommendation.. The Committee agreed to a payment only up to the amount remaining on the agreement total of \$21,000 (which is \$4,417.20). MOTION by Warren, SECOND by Dethlefs, MOTION CARRIED.

3. New Contracts/Task Orders

- a. ERP Consultant Agreement – Berry, Dunn, McNeil & Parker, LLC dba BerryDunn – \$142,800
b. Independent Auditor Engagement Letter (FY 2022 Audit) – EideBailly LLP – \$31,690
c. Section 5310 Transportation Services Subrecipient Agreements –
i. Heartland Family Services – \$36,580.00
ii. New Cassel, Inc. – \$114,970.00
d. Transportation Planning Assistance: Congestion Mitigation and Air Quality Improvement (CMAQ) Program Agreements –
i. UL2206 (CMAQ) / MPO Area Comp Plan Update and Travel Demand Management – \$207,500
ii. UL2207 (CMAQ) / MPO Area Comp Plan Update and Little Steps Cleaner Air Program – \$176,250
e. WE-STEP Study Transportation Program Agreement #UL2208 - Surface Transportation Program (STP) – \$270,000

Matt Eash presented the ERP Consultant Agreement, and the Independent Auditor Engagement Letter for Committee approval. Mike Helgerson presented items 3.c, 3.d, and 3.e for Committee approval. MOTION by Warren, SECOND by Dethlefs, MOTION CARRIED.

4. FY23 Budget Amendment / Investment Strategy Update

Mike Helgerson and Matt Eash presented the FY23 Budget Amendment / Investment Strategy Update to the Committee for approval. MOTION by WARREN, SECOND by Dethlefs, MOTION CARRIED.

E. DISCUSSION

1. MAPA 2022 Annual Survey

Mike Helgerson presented the MAPA 2022 Annual Survey to the finance committee.

2. Federal Certification Review Report

Mike Helgerson presented the Federal Certification Review Report to the finance committee.

F. ADJOURNMENT

Patrick Bloomingdale adjourned the meeting at 9:17 a.m