

METROPOLITAN AREA PLANNING AGENCY
2222 CUMING STREET - OMAHA, NE 68102-4328
Minutes of the Finance Committee - March 20, 2024

The MAPA benefits and Finance Committee met March 20, 2024, in the MAPA board room. Patrick Bloomingdale called the meeting to order at 8:30 a.m.

ROLL CALL/INTRODUCTIONS

Members Present

Patrick Bloomingdale, Secretary/Treasurer
Angi Burmeister, Sarpy County Commissioner
Steve Dethlefs, Washington County Supervisor
Carol Vinton, Mills County Supervisor
John Winkler, Cass County Commissioner

Staff Present

Grant Anderson
Natasha Barrett
Christina Brownell
Matt Eash
Laura Heilman
Michael Helgerson
Amanda Morales
Carols Morales
Connie Viner
Elizabeth Zeller

Members Absent

Scott Belt, Pottawattamie County
Roger Garcia, Douglas County

A. FINANCE COMMITTEE INFORMATION – (INFORMATION)

1. Monthly Financial Statements (January Preliminary)
 - a. Bank Reconciliations 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 January Preliminary Financials.

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

Mr. Helgerson provided an overview of anticipated projects.

B. FOR FINANCE COMMITTEE APPROVAL – (ACTION)

1. Contract Payments
 - a. Berry Dunn - PMT #14 - \$1,840.00
 - b. Eide Bailly - FY2023 Audit - PMT #2 - \$15,000.00
 - c. Landis, Evans - Omaha Bike/Ped Plan - PMT #20 - \$531.95
 - d. Verdis, LLC - CMAQ TDM - PMT #11 - \$2,117.50

Mr. Helgerson & Morales presented the contract payments to the Finance Committee for approval.

MOTION by Vinton, SECOND by Winkler to approve contracts as presented.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton, Winkler

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. Contract Payments Pending Staff Review
 - a. Benesch - La Vista Active Mobility Plan - PMT #3 - \$4,734.02
 - b. HDR - WE-STEP - PMT #9 - \$14,301.78

Mr. Morales presented the contract payments pending staff review for the Finance Committee approval.
MOTION by Vinton, SECOND by Winkler to approve contracts, pending staff review, as presented.
AYES: Bloomingdale, Burmeister, Dethlefs, Vinton, Winkler
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

3. Purchase
 - a. Professional Development Academy: High Performance Leadership Academy - 10 Enrollments - \$10,000

Mr. Helgeson presented the purchase of professional development training to the Finance Committee for approval.
MOTION by Dethlefs, SECOND by Vinton to approve the purchase as presented.
AYES: Bloomingdale, Burmeister, Dethlefs, Vinton, Winkler
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

C. RECOMMENDATIONS TO BOARD – (Action)

1. Preliminary Review of the FY 2023 Audited Financial Statements – (ACTION)

Mr. Eash presented the Draft Audited Financial Statements to the Finance Committee for recommendation to the Board of Directors.
MOTION by Dethlefs, SECOND by Winkler to recommend to the Board of Directors for approval, pending final draft.
AYES: Bloomingdale, Burmeister, Dethlefs, Vinton, Winkler
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

2. New Contracts/Grants/Task Orders – (ACTION)
 - a. Council Bluffs - ICOG 5-2-1-0 Subrecipient Community - \$24,000.00
 - i. CB Entity 1 - \$16,000
 - ii. CB Entity 2 - \$6,000
 - iii. CB Entity 3 - \$2,000

Mr. Helgeson asked the Finance Committee to table the new contracts for Council Bluffs - ICOG 5-2-1-0 for a later date.

- b. HDR - Fort Crook Road Transit Study (UK2404 - \$124,998.12 (pending execution of Match funding agreement))

Mr. Morales presented the contract to the Finance Committee for recommendation to the Board of Directors for approval.
MOTION by Dethlefs, SECOND by Winkler to recommend the contract to the Board of directors for Approval, subject to the prior execution of match funding from City of Bellevue.
AYES: Bloomingdale, Burmeister, Dethlefs, Vinton, Winkler
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

3. Travel– (ACTION)

- a. NARC Annual Conference & Exhibition - 2 Staff & 1 Board Member - June 23-26, 2024 - Atlanta, GA - \$7,196.92

Mr. Helgerson presented the travel to the Annual NARC Conference to the Finance Committee for recommendation to the Board of Directors for approval.

MOTION by Burmeister, SECOND by Winkler to recommend the travel to the Board of Directors for approval.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton , Winkler

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

4. FY 2025 Budget

- a. Draft FY 2025 Work Program
 - i. Unified Planning Work Program (UPWP)
 - ii. Community Development Work Program (CDWP)

Mr. Helgerson & Mr. Eash presented the Draft FY 2025 Work Program budgets to the Finance Committee for recommendation to the Board of Directors for approval.

MOTION by Winkler, SECOND by Dethlefs to recommend the Draft FY 2025 Work program budgets to the Board of Directors for approval.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton , Winkler

NAYS: None.

ABSTAIN: None.

MOTION CARRIED

D. DISCUSSION – None.

E. ADJOURNMENT – The Finance Committee meeting adjourned at 9:47 a.m.