

**METROPOLITAN AREA PLANNING AGENCY**  
**2222 CUMING STREET - OMAHA, NE 68102-4328**  
**Minutes of the Benefits & Finance Committee - April 17, 2024**

The MAPA Benefits and Finance Committee met April 17, 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

Staff Present

Grant Anderson  
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  
John Winkler, Cass County Commissioner

Guest

Cory Libis, American Wealth Partners  
Neil Lisec, Benefit Plans, Inc

A. RETIREMENT PLAN SERVICES – (ACTION)

1. Recordkeeping Service Proposals

Ms. Brownell and guests, Cory Libis and Neil Lisec, presented options for changing the provider for Retirement Plan Services to the Finance Committee for approval.

MOTION by Vinton, SECOND by Burmeister to approve changing the provider of Retirement Plan Services to Ameritas.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

B. ADJOURNMENT OF BENEFITS COMMITTEE –(ACTION)

C. FINANCE COMMITTEE INFORMATION – (INFORMATION)

1. Monthly Financial Statements (February 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 February Preliminary Financials.

2. MAPA Projects/ Activities

- a. New/ Anticipated Transportation and Community Development Projects

Mr. Helgerson provided an overview of anticipated projects.

D. FOR FINANCE COMMITTEE APPROVAL – (ACTION)

1. Contract Payments

- a. Berry Dunn - PMT #15 - \$1,380.00
- b. New Cassel Inc - PMT #1 - \$15,874.98
- c. Verdis, LLC - CMAQ TDM - PMT #12 - \$3,072.50

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

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

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. Contract Payments Pending Staff Review

- a. Landis, Evans - Omaha Bike/Ped Plan - PMT #21 - \$3,832.64

Mr. Morales presented the contract payments pending staff review for the Finance Committee approval.

MOTION by Dethlefs, SECOND by Burmeister to approve contracts, pending staff review, as presented.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

E. RECOMMENDATIONS TO BOARD – (Action)

1. Final Contract Payments Pending Staff Review – (ACTION)

- a. Pottawattamie County GIS – PMT #3 – \$17,674.92
- b. Sarpy County – Planning & GIS – PMT #3 – \$11,436.86

Mr. Eash presented the Final Contract payments pending staff review to the Finance Committee for recommendation to the Board of Directors.

MOTION by Burmeister, SECOND by Dethlefs for recommendation to the Board of Directors for approval.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. New Contracts – (ACTION)

- a. Council Bluffs - ICOG 5-2-1-0 Subrecipient Community - \$24,000.00
  - i. City of Council Bluffs - \$16,000
  - ii. Council Bluffs Community School District - \$2,000
  - iii. The 712 Initiative - \$6,000

Mr. Anderson presented the Council Bluffs ICOG 5-2-1-0 Subrecipient contracts to the Finance Committee for recommendation to the Board of Directors for approval.

MOTION by Dethlefs, SECOND by Vinton to recommend the contract to the Board of directors for Approval.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

- b. HDR Engineering (UK2014-03) On-Call Professional Services Task Order Agreement - Travel Demand Model Update – \$66,385.72

Mr. Morales presented the contract HDR Demand Model Update to the Finance Committee for recommendation to the Board of Directors for approval.

MOTION by Vinton, SECOND by Dethlefs for recommendation to the Board of directors for Approval.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton  
NAYS: None.  
ABSTAIN: None.  
MOTION CARRIED.

3. Travel– (ACTION)

- a. 2024 Learning Site Visit (LSV) - Charlotte, NC - May 6-9, 2024 - 5 Staff – \$9,959.60

Ms. Brownell presented the travel for Learning Site Visit to the Finance Committee for recommendation to the Board of Directors for approval.

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

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

4. FY 2025 Draft Budget

- a. Community Development Work Program
- b. Preliminary Funds Budget
- c. Preliminary Line Item Budget
- d. Preliminary Program Budget

Mr. Helgerson & Mr. Eash presented the FY 2025 Preliminary Budgets to the Finance Committee for recommendation to the Board of Directors for approval.

MOTION by Dethlefs, SECOND by Vinton to recommend the FY 2025 Preliminary Budgets to the Board of Directors for approval.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton , Winkler

NAYS: None.

ABSTAIN: None.

MOTION CARRIED

F. DISCUSSION – None.

G. ADJOURNMENT – The Finance Committee meeting adjourned at 9:55 a.m.