

METROPOLITAN AREA PLANNING AGENCY
2222 CUMING STREET - OMAHA, NE 68102-4328
Minutes of the Benefits & Finance Committee - May 15, 2024

The MAPA Benefits and Finance Committee met May 15, 2024, in the MAPA board room. Carol Vinton called the meeting to order at 8:30 a.m. and Patrick Bloomingdale assumed convening duties at 8:35 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
Natasha Barrett
Christina Brownell
Sue Cutsforth
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

A. BENEFITS COMMITTEE RECOMMENDATIONS TO THE BOARD – (ACTION)

1. Benefit Renewals
 - a. Group Health Insurance – NACO/BCBSNE – 3.5% premium increase
 - b. Life / AD&D - Principal – No increase to premiums
 - c. Long Term Disability – Principal – 9.5% premium increase
 - d. Dental Insurance – -7.65% average rate reduction
 - i. Recommending switch to new carrier: Blue Cross Blue Shield Nebraska
 - ii. Plan Option: Signature Blue Premier 3 (NACO/BCBSNE)
 - e. Vision Insurance - EyeMed – No increase to premiums, renewal rates guaranteed through 6/30/2025.

Ms. Brownell presented Benefit Renewals to the Finance Committee for recommendation to the Board.

MOTION by Dethlefs, SECOND by Vinton to approve Benefit Renewals .

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

B. ADJOURNMENT OF BENEFITS COMMITTEE –(ACTION)

The Benefits Committee meeting adjourned at 8:45 a.m.

C. FINANCE COMMITTEE INFORMATION – (INFORMATION)

1. Monthly Financial Statements (March 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 March 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. HDR - WE-STEP - PMT #10 - \$26,829.25
b. City of Omaha - Planning - PMT #3 - \$18,213.57
c. Landis, Evans - Omaha Bike/Ped Plan - PMT #22 - \$1,035.86
d. Metro Transit - Pass-through PL - PMT #3 - \$7,469.18
e. Oracle America Inc (NetSuite) - PMT #1 - \$5,181.78
f. Verdis, LLC - CMAQ TDM - PMT #13 - \$3,767.50

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

MOTION by Burmeister, 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. Benesch - La Vista Active Mobility Plan - PMT #4 - \$6,638.65
b. Benesch - La Vista Active Mobility Plan - PMT #5 - \$610,075.13

Mr. Morales presented the contract payments pending Staff Review to the Finance Committee for approval.

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

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED

3. Purchases

- a. General Liability Insurance Renewals
i. The Hartford – Business Owners Package (BOP) Policy - rate increase of 2.98% – \$5,034.00
ii. The Hartford – Commercial Auto - rate increase of 5.68% – \$7,981.00
iii. Old Republic Insurance Company – Non-Profit Organization and Management Liability and Insurance Policy (*estimated 5% rate increase*) – \$5,167.05
iv. The Hartford – Workers Compensation Policy (*estimated 5% rate increase*) – \$6,016.50

Ms. Brownell presented the Purchases for the Finance Committee approval.

MOTION by Dethlefs, SECOND by Burmeister to approve Purchases, 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. Eide Bailly - PMT #3 – \$12,255.00

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

MOTION by Vinton, SECOND by Burmeister 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. 5310 Transportation Subrecipient Agreements: Enhanced Mobility of Seniors and Individuals with Disabilities –
 - i. City of Council Bluffs Paratransit Services – \$90,000.00
 - ii. Eastern Nebraska Community Action Partnership (ENCAP) – \$67,500.00

Mr. Helgerson presented the 5310 contracts to the Finance Committee for recommendation to the Board of Directors for approval, pending Staff validation of administrative clauses.

MOTION by Dethlefs, SECOND by Vinton to recommend the contract to the Board of directors for approval, pending Staff validation of administrative clauses.

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

- b. Felsburg Holt & Ullevig - City of Council Bluffs Multimodal Connection and Expansion Planning and Environmental Linkages (PEL) Study – \$436,730.84

Mr. Helgerson presented the FHU Council Bluffs PEI contract to the Finance Committee for recommendation to the Board of Directors for approval, pending Staff validation of administrative clauses and legal review.

MOTION by Dethlefs, SECOND by Burmeister to recommend the contract to the Board of Directors for approval, pending Staff validation of administrative clauses and legal review.

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

- c. Verdis, LLC – Corrective Task Order (UK2301-02) – Reduction in total contract amount by - \$37,026.00

Mr. Helgerson presented the Verdis LLC contract to the Finance Committee for recommendation to the Board of Directors for approval.

MOTION by Burmeister, 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.

3. Budget

- a. FY 2024 Budget Amendments
 - i. Line Item Budget
 - ii. Work Program / UPWP Budget

Mr. Helgerson presented the FY 2024 Budget Amendments to the Finance Committee for recommendation to the Board of Directors for approval.

MOTION by Vinton, SECOND by Blommingdale to recommend the FY 2024 Budget Amendememts to the Board of directors for approval.

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

- b. FY 2025 Budget
 - i. Work Program
 - ii. Community Development Work Program
 - iii. Funds Budget
 - iv. Line Item Budget

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

MOTION by Vinton, SECOND by Buremeister to recommend the FY 2025 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 9:57 a.m.