

**FINANCE COMMITTEE MEETING**

**June 18, 2024 – 8:30 a.m.**

**AGENDA**

This meeting of the Metropolitan Area Planning Agency Finance Committee will be conducted in compliance with the Nebraska Statutes of the Open Meetings Act. The Open Meetings Act is available for reference upon request.

**A. FINANCE COMMITTEE INFORMATION – (INFORMATION)**

1. Monthly Financial Statements (April 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
2. MAPA Projects / Activities
  - a. New / Anticipated Transportation and Community Development Projects

**B. FOR FINANCE COMMITTEE APPROVAL – (ACTION)**

1. Contract Payments
  - a. Florence Home - PMT #4 - \$13,210.97
  - b. Florence Home - PMT #5 - \$13,229.32
  - c. HDR - WE-STEP - PMT #11 - \$22,890.09
  - d. High Street Consulting Group LLC- Data Support Plan - PMT #1 - \$14,080.14
  - e. Oracle America Inc (NetSuite) - PMT #2 - \$5,236.91
  - f. Verdis, LLC - CMAQ TDM - PMT #14 - \$5,855.00
2. Contract Payments Pending Staff Review
  - a. Black Hills Works - PMT #2 (Revised) - \$10,583.49
  - b. Benesch - La Vista Active Mobility Plan - PMT #6 - \$3,823.42
  - c. HDR - WE-STEP - PMT #12 - \$13,758.90
  - d. WSP USA Inc. - Comprehensive Safety Action Plan - PMT #1 - \$14,387.55
  - e. Landis, Evans - Omaha Bike/Ped Plan - PMT#23 - \$875.18
3. Travel
  - a. 2024 NADO National Regional Transportation Conference in Greenville, SC - July 30 – August 1, 2024  
- 1 Staff - \$1,482.55

**C. RECOMMENDATIONS TO THE BOARD – (ACTION)**

1. New Contracts
  - a. FY 2024 Audit Engagement Letter - Eide Bailly LLP – \$37,220
  - b. FY 2025 Federal Planning Pass Through Agreements –
    - i. City of Omaha Public Works – \$29,890.00 Federal; \$12,810.00 Local Match
    - ii. Douglas County GIS: Data Maintenance; AI Data; Software – \$59,811.00 Federal;

- \$25,633.00 Local Match
      - iii. Pottawattamie County GIS: Data Maintenance AI Data; Software – \$67,025.00 Federal; \$28,725.00 Local Match
      - iv. Sarpy County GIS: Data Maintenance AI Data; Software – \$47,445.00 Federal; \$20,333.00 Local Match
- 2. Travel
  - a. 2024 Association of Metropolitan Planning Organizations (AMPO) Annual Conference in Salt Lake City, UT - September 24 – 27, 2024 - Up to 4 Staff – \$9,075.60
- 3. FY 2025 Budget
  - a. Staff Billing Rates - Continue rates for Members that generally align to MAPA’s actual costs, and continue rates for non-members that contain a 25% surcharge.
  - b. Depository Resolution
  - c. Salary Adjustment – 3.8% Cost of Living Adjustment (COLA) for all permanent (salaried) staff positions, effective July 7, 2024. In addition, a 1% merit pool is requested for FY 2025. An allowance for this salary adjustment was included in the FY 2025 Budget.
  - d. Salary Schedule - Adjust agency salary ranges to include the impact of across-the-board 3.8% COLA.

D. DISCUSSION – (INFORMATION)

E. ADJOURNMENT –

Executive Session: We reserve the right to enter into an executive session in order to protect the public interest with respect to discussion regarding litigation and personnel.

*Meeting Quorum: The presence of two members of the Finance Committee shall constitute a quorum. (Operating By-Laws of the Omaha–Council Bluffs Metropolitan Area Planning Agency Finance Committee, Section IX)*