

METROPOLITAN AREA PLANNING AGENCY
2222 CUMING STREET - OMAHA, NE 68102-4328
Finance Committee - September 18, 2024

The MAPA Finance Committee met September 18, 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
Carol Vinton, Mills County Supervisor

Members Absent

Scott Belt, Pottawattamie County
Roger Garcia, Douglas County Commissioner
John Winkler, Cass County

Staff Present

Grant Anderson
Natasha Barrett
Christina Brownell
Matt Eash
Elise Emanuel
Michael Helgerson
Laura Heilman @ 8:44
Amanda Morales
Carlos Morales @ 8:46
Elizabeth Zeller

A. FINANCE COMMITTEE INFORMATION - (INFORMATION)

1. Monthly Financial Statements (July 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 July 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. Felsburg, Holt & Ullevig - CB PEL - PMT #1 - \$9,520.30
 - b. Florence Home - PMT #6 - \$13,667.00
 - c. High Street Consulting Group LLC - Data Support Plan - PMT #5 - \$22,350.15
 - d. Oracle America Inc (NetSuite) – PMT #6 - \$2,425.53
 - e. WSP USA Inc - Comprehensive Safety Action Plan - PMT #3 - \$14,080.08

Mr. Eash, Mr. Helgerson & Mr. Morales presented the Contract Payments to the Finance Committee for approval.

MOTION Vinton, SECOND Burmeister, to approve contract payments 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 #9 - \$1,303.21
 - b. Benesch - La Vista - PMT #10 - \$5,129.31
 - c. Black Hills Works - PMT #3 - \$47,615.78

- d. New Cassel - PMT #2 - \$18,194.54
- e. HDR - WE-STEP - PMT #14 - \$8,043.69
- f. HDR - WE-STEP - PMT #15 - \$7,586.30

Mr. Morales presented the Contract Payments Pending Staff Review to the Finance Committee for approval.
MOTION Dethlefs, SECOND Burmeister, to approve contract payments not to exceed amounts presented, pending staff review of payment accuracy.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

3. Travel

- a. Iowa APA Annual Conference, Sioux City, IA - 2 Staff - October 16 - 18, 2024 – \$1,482.82

Mr. Helgerson presented the travel to APA Annual Conference to the Finance Committee for approval.

MOTION Dethlefs, SECOND Burmeister, to travel as presented.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

4. Purchase

- a. BambooHR Software - Pro Subscription (1 year) + one-time implementation - \$ 5,790.60

Ms. Brownell presented the purchase of Bamboo HR Software to the Finance Committee for approval.

MOTION Vinton, SECOND Burmeister, to approve purchase as presented.

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

C. RECOMMENDATIONS TO BOARD – (Action)

1. Final Contract Payments pending staff review

- a. City of Council Bluffs - Traffic Counts - PMT #1 - \$5,551.00
- b. City of Omaha - Planning - PMT #4 - \$620.97
- c. Landis, Evans - Omaha Bike/Ped Plan - PMT #26 - \$215.29
- d. Metro Transit - Pass-through PL - PMT #4 - \$27,178.33

Mr. Helgerson & Morales presented the Final Contract Payments to the Finance Committee for recommendation to the Board of Directors.

MOTION Vinton, SECOND Dethlefs, to recommend the Final contract payments, pending MAPA staff review for accuracy, to the Board of Directors for approval

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. New Contracts / Agreements

- a. OneOmaha Safe Streets for All (SS4A) - Community Based Organization (CBO) Agreement - \$ 14,945.00

Mr. Morales presented the New Contract to the Finance Committee for recommendation to the Board of Directors.

MOTION Burmeister, SECOND Vinton, to recommend the New Contract to the Board of directors for approval

AYES: Bloomingdale, Burmeister, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

3. Purchases

- a. Encompass - Additional Workstation + Installation – \$10,520.01

Ms. Brownell presented the purchase of Encompass to the Finance Committee for recommendation to table the item till we have an updated quote. No Action was taken from the Committee.

D. DISCUSSION

1. Pacific Junction

Mr. Anderson, Mr. Eash & Mr. Helgerson updated the Committee on the status of past-due amounts owed to MAPA by Pacific Junction and asked the Committee for guidance on collection methods. The Committee advised MAPA to contact and discuss the matter with the Iowa State Auditor's office.

E. ADJOURNMENT – The Finance Committee meeting adjourned at 9:19 a.m.