

METROPOLITAN AREA PLANNING AGENCY
2222 CUMING STREET - OMAHA, NE 68102-4328
Finance Committee - December 4, 2024

The MAPA Finance Committee met December 4, 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
Steve Dethlefs, Washington County
Carol Vinton, Mills County Supervisor

Members Absent

Scott Belt, Pottawattamie County
Angi Burmeister, Sarpy County Commissioner
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
Carlos Morales
Connie Viner
Elizabeth Zeller

A. FINANCE COMMITTEE INFORMATION - (INFORMATION)

1. Monthly Financial Statements (September 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 September 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. HDR, Inc. - Ft Crook Road Transit Planning & Environmental Feasibility - PMT #4 – \$7,875.09
 - b. HDR, Inc. - WE-STEP - PMT #16 – \$4,256.04
 - c. HDR, Inc. - WE-STEP - PMT #17 – \$2,708.53
 - d. HDR, Inc. - Travel Demand Model Update - PMT #5 – \$8,320.18
 - e. High Street Consulting Group LLC - Data Support Plan - PMT #6 – \$26,650.59
 - f. Oracle America Inc (NetSuite) - Implementation - PMT #7 – \$5,016.42
 - g. Pictometry/EagleView - NIROC - PMT #3 – \$104,297.00
 - h. Pottawattamie County GIS - PMT #1 – \$23,789.52

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

MOTION Vinton, SECOND Dethlefs, to approve contract payments as presented.

AYES: Bloomingdale, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. Contract Payments pending review

- a. Benesch - La Vista Active Mobility Plan (AMP) - PMT #12 - \$23,827.15
- b. Felsburg, Holt & Ullevig - CB PEL - PMT #3 - \$36,589.30
- c. Oracle America Inc (NetSuite) - Implementation - PMT #8 - \$4,161.94
- d. Sarpy County - Planning & GIS - PMT #1 - \$20,970.87

Mr. Eash, Mr. Helgerson & Mr. Morales presented Contract Payment pending review to the Finance Committee for approval.
MOTION Dethlefs, SECOND Vinton, to approve Contract Payments pending review as presented.

AYES: Bloomingdale, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

3. Officials Fund Year End Replenishment

- a. Transfer \$7,367.31 from General Fund to Officials Fund to maintain \$15,000.00 annual fund balance.

Mr. Helgerson presented the Officials Fund Year End Replenishment to the Finance Committee for approval.

MOTION Vinton, SECOND Dethlefs, to approve the Officials Fund Year End Replenishment as presented.

AYES: Bloomingdale, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

C. RECOMMENDATIONS TO BOARD – (Action)

1. New Contracts/Grants/Task Order–

- a. Kissel, Kohout ES Associates, LLC - 2025-2026 Contract for legislative and lobbying activity - \$12,000 annually (\$24,000 for two years), billed monthly
- b. Master Services Agreement – HDR, Inc. – On-Call Travel Demand Model CY 2025-2027
- c. Master Services Agreement – WSP USA Inc. – On-Call Travel Demand Model CY 2025-2027

Mr. Helgerson & Morales presented the New Contracts, Grants & Task Orders to the Finance Committee for recommendation to the Board of Directors.

MOTION Dethlefs, SECOND Vinton, to approve New Contracts, Grants & Task Orders as presented.

AYES: Bloomingdale, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. Contract Amendment

- a. UK2303-01 – WE-STEP Professional Services Agreement - HDR, Inc. - Supplement #1 – Changes to Section 1. Consultant and Subconsultant Fee Proposals and SECTION 3. Fees and Payments, with no increase to total project cost.

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

MOTION Vinton, SECOND Dethlefs, to approve contract amendment as presented.

AYES: Bloomingdale, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

3. FY 2025 Work Program and Budget

- a. Amend 2025 UPWP and Budget to increase Federal Transit Administration (FTA) funding passed through the Nebraska Department of Transportation (NDOT), and to consolidate the number of budget programs/elements from twelve to four.

Mr. Helgerson presented the FY 2025 Work Program and Budget to the Finance Committee for recommendation to the Board of Directors.

MOTION Dethlefs, SECOND Vinton, to approve FY 2025 Work Program and Budget as presented.

AYES: Bloomingdale, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.
MOTION CARRIED.

4. Travel

- a. National Association of Regional Councils (NARC) National Conference of Regions - Up to 3 Staff and 5 MAPA Officials- February 9-12, 2025 - \$18,238.40

Mr. Helgerson presented the Travel to NARC to the Finance Committee for recommendation to the Board of Directors.

MOTION Vinton, SECOND Dethlefs, to approve travel as presented.

AYES: Bloomingdale, Dethlefs, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

D. DISCUSSION

1. FY 2025 Salary Schedule Amendment
2. FY 2025 Federal Indirect Cost Rate

E. PUBLIC COMMENT PERIOD -NONE

F. ADJOURNMENT – The Finance Committee meeting adjourned at 9:10 a.m.