

FINANCE COMMITTEE MEETING
June 18, 2025 – 9:00 a.m. [Virtual]
AGENDA

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. Eastern Nebraska Community Action Partnership (ENCAP) - PMT #10 - \$1,419.55
 - b. Felsburg Holt & Ullevig (FHU) - CB PEL - PMT #9 - \$20,773.08
2. Contract Payments Pending Staff Review
 - a. CommunityScale - MVA - PMT #4 - \$12,772.00
 - b. Felsburg Holt & Ullevig (FHU) - CB PEL - PMT #10 - \$3,871.41
 - c. HDR Engineering Inc. - UK2504 - Travel Demand Modeling - PMT #1 - \$4,820.17
 - d. HDR Engineering Inc. - WE-STEP - PMT #22 - \$364.05 (10% Retainage)
 - e. HDR - Ft. Crook Road Corridor Study - PMT #10 - \$2,836.96
 - f. WSP USA Inc - SS4A & Comprehensive Safety Action Plan - PMT #12 - \$40,159.68
3. Purchases
 - a. Eco-Counter Subscription: Period of: October 2024 - June 2025 + FY 2026 Subscription – \$5,670.00
4. FY 2026 General Liability & Business Insurance Renewals
 - a. General Liability – \$1,319.00
 - b. Business Personal Property – \$145.00
 - c. Business Auto – \$5,068.00
 - d. Workers Compensation – \$2,978.00
 - e. Umbrella Liability Policy – \$1,200.00
 - f. Management Liability Policy – \$4,921.00
 - g. Unmanned Aircraft Policy – \$563.00
5. Travel
 - a. 2025 Housing Iowa Conference - 1 Staff - September 2-4, 2025 - Cedar Rapids, IA – \$1,229.67

C. RECOMMENDATIONS TO THE BOARD – (ACTION)

1. Final Contract Payments
 - a. Florence Home - 5310 - PMT #9 - \$7,987.04

2. Final Contract Payments Pending Staff Review

- a. Council Bluffs Community Schools - ICOG 5-2-1-0 - PMT #1 - \$500.00
- b. Council Bluffs Schools Foundation - ICOG 5-2-1-0 - PMT #1 - \$12,590.56
- c. High Street Consulting Group LLC - Data Support Plan - PMT #13 - \$3,661.74
- d. 712 Initiative - ICOG 5-2-1-0 - PMT #1 - \$2,130.00
- e. Edison Elementary - ICOG 5-2-1-0 - PMT #1 - \$1,743.55
- f. Together Inc. - ICOG 5-2-1-0 - PMT # 1 - \$3,750.00

3. New Contracts

- a. Douglas County GIS FY26 Subaward: \$49,000
- b. Pottawattamie County GIS FY26 Subaward: \$49,000
- c. Sarpy County GIS FY26 Subaward: \$35,000
- d. Metro Regional Transit Authority FY26 Subaward: \$56,000
- e. Intercultural Senior Center 5310 Subaward: \$94,838
- f. City of Council Bluffs 5310 Subaward: \$176,000

4. Travel

- a. 2025 Association of Metropolitan Planning Organizations (AMPO) Annual Conference - 3 Staff - September 14 - 19, 2025 - Providence, RI – \$9,754.86

5. FY 2026 Budget

- a. Staff Billing Rates - Authorize MAPA to charge hourly rates for contractual services performed for Members that generally align to MAPA's direct and indirect costs, and to charge non-members an additional 25%.
- b. Salary Adjustments (included in FY 2026 Budget) –
 - (i) Authorize a 2.7% Cost of Living Adjustment (COLA) for all permanent (salaried) staff positions, effective July 6, 2025.
 - (ii) Authorize a 1% merit pool for discretionary compensation increases in FY 2026.
- c. Salary Schedule - Adjust agency salary ranges to include the impact of across-the-board 2.7% COLA.

D. DISCUSSION – (INFORMATION)

E. ADJOURNMENT –

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)