

Regional Planning Commission of Greater Birmingham
Board Meeting Minutes
The Center for Regional Planning and Design
First Floor Conference Room
November 15, 2006

MEMBERS PRESENT

Honorable Valerie Abbott, City of Birmingham
Mr. Ray Hamilton, Shelby County
Honorable Bruce Hamrick, Walker County
Honorable Robbie Hayes, Shelby County
Honorable Royce King, Blount County
Honorable Roger McCondichie, Town of Brookside
Mr. Waymon Pitts, Town of Cleveland
Honorable James Whitfield, City of Leeds
Mr. Tim Westhoven, City of Hoover

MEMBERS REPRESENTED BY ALTERNATE

Mr. Anthony Cicio, City of Mountain Brook
Represented by Mr. Sam Gaston
Honorable Billy Joe Driver, City of Clanton
Represented by Honorable Bruce Hamrick
Mr. Reginald Holloway, Shelby County
Represented by Mr. Ray Hamilton
Honorable Bernard Kincaid, City of Birmingham
Represented by Ms. Renee Kemp Rotan
Mr. Ed Lowe, City of Oneonta
Represented by Honorable Royce King
Honorable Edward May, City of Bessemer
Represented by Mr. Don Baylor
Honorable Sonny Posey, City of Jasper
Represented by Mr. Duane Wallace
Honorable Adam Stocks, City of Pell City
Represented by Ms. Judy Tipton

MEMBERS ABSENT

Honorable Stan Batemon, St. Clair County
Mr. Richard Dickerson, City of Birmingham
Mr. John Hudson, Jefferson County
Honorable Michael Johnson, City of Fairfield
Honorable Larry Langford, Jefferson County

Honorable Shelia Smoot
Honorable Glenda Strength, Chilton County

OTHERS PRESENT

Mr. Charles Ball
Mr. Kevin Owens, City of Birmingham
Mr. Joel Gilbert, Balch & Bingham
Mr. Preston Huddleston, Metropolitan Development Board
Mr. William R. Foisy, Regional Planning Commission
Mr. Brian O'Dell, Regional Planning Commission
Mr. Ray Morris, Regional Planning Commission
Mr. Darrell Howard, Regional Planning Commission
Ms. Kay Argo, Regional Planning Commission
Mr. Jack Wright, Regional Planning Commission
Ms. Pamela Jones, Regional Planning Commission
Mr. Robyn Jackson, Regional Planning Commission
Ms. Cynthia Barton, Regional Planning Commission
Ms. Cissy Edwards Crowe, Regional Planning Commission

Honorable Bruce Hamrick, Chairman, called the meeting to order at 10:35 a.m. Roll call was taken by Ms. Cissy Edwards Crowe. A quorum was declared by the Chairman and the following business was conducted.

MINUTES

Mr. Gaston moved and Judge King seconded the recommendation that the minutes from the October 11, 2006 board meeting be approved as printed. Motion adopted on a voice vote.

PERSONNEL COMMITTEE

Personnel Committee minutes for November 1st and November 7th were presented for information purposes. Committee Chairman, Mayor Whitfield, stated that 25 resumes were reviewed and narrowed to four candidates for the Executive Director position. Of those four candidates, one withdrew and the other three were interviewed. The Committee unanimously agreed to present Mr. Charles Ball as their recommendation to the Board for the position of Executive Director. Mr. Gaston moved and Councilor Abbott seconded that Mr. Ball be hired as Executive Director. Motion adopted unanimously by a voice vote.

Mr. Ball thanked the Committee and Board for their vote of confidence and he is looking forward to working with the staff and continuing the progress that's been made in stabilizing the organization.

FINANCE COMMITTEE

Committee Chairman Royce King presented the FY03-04 audit and directed the Board members to read through the Management Discussion and Analysis (MDA). The MDA was reviewed and comments made before inclusion in this final audit report. Copies of the audit were sent to the Alabama Department of Transportation, Federal Highway Administration and Senior Services of America, Inc. Judge King moved and Councilor Abbott seconded to recommend that the Board accept the FY03-04 Audit. Motion approved by a voice vote.

The Board also received a copy of the action plan for address the deficiencies in the Fraud Vulnerability Assessment. Staff reviewed the provisions of the action plan addressing financial reporting procedures that had been corrected.

PROGRAM / BUDGET COMMITTEE

Program / Budget Committee minutes for November 8th were presented to the Board for information purposes. Mr. O'Dell presented a year-to-date financial report that included changes that were recommended at the November Committee meeting. Reports included a Statement of Net Assets for October 31 and September 30, 2006, Budget Summary Versus Actual for Year to Date October 31, Detailed Year to Date Income and Expenditures for October 31, and FY 07 Dues Status as of November 3rd.

Most significant impact on the income statement was the recognition of the dues revenue which decreased the deficit substantially. The bank reconciliations are completed through October 2006. All uncollectible receivables have been removed and there are outstanding checks on the payables list that are probably duplicates or cancelled and will removed from the payables resulting in a positive adjustment of approximately \$120,000. The accurate and timely monthly financial reporting will enable the RPC management team to keep the agency on a solvent track.

Mr. Foisy presented a budget modification request to the Board. Six new programs have been added and two have been removed. Those added include:

1. Tarrant TCSP (Transportation Community System Preservation Grant) – Five Mile Creek Greenway, \$25,104 (100% funding, no match required).
2. AARC/ALDOT Human Services Coordinated Transportation Plan, \$12,756 (100% funding, no match required).
3. ADECA/EWT (Energy, Weatherization/Technology), \$10,000 (additional \$3,333 of donated services).
- 4-6. Local assistance – Mt. Brook GIS Consulting Services, \$6,000 (100% funding, no match required); Thorsby Community Plan, \$5,000 carryover from FY 2006 (100% funding, no match required); AARC/ADECA Statewide Economic Recovery Strategy, \$7,500 (100% funding, no match required).

Programs removed include:

1. DHR Case Aide Homemakers, \$176,500. The contract was awarded to another agency after a bid process. The staff member for that program has been released.
2. DHR Claims (Food Stamp Fraud Investigation). Budgeted for three months rather than for 12 as the program will end December 31, 2006.

Staffing modifications impacting the budget include the reduction of one person for the Homemaker Program that is no longer coordinated by the RPC; the board approved replacement of vacant planner and senior planner positions resulting in less total budgeted salary; the salaried accountant position continuing as a contract employee; the announced retirement of a fiscal officer II December 31, 2006 and budgeting of a fiscal assistant I; and the announced retirement of the Director of Human Resources and the budgeting of a replacement position as a contract employee.

Total salaries are reduced from \$1,004,491 to \$839,665, though this is offset by contract employee salaries of \$100,000, a net reduction of \$64,826.

Administrative expenses are increased from \$416,700 to \$478,700 due to a contract employee for accounting and the accounting/auditing budget increased by \$8,000. The indirect rate increases from .7039 to .7400.

Mayor Whitfield moved and Mr. Hamilton seconded that the Board accept these budget modifications as presented and recommended by the Program Budget Committee. Motion adopted by a voice vote.

Mr. Foisy presented to the Board a resolution to authorize the RPC to enter into an agreement with the State of Alabama; acting by and through the Alabama Department of Transportation for the Building Communities Program, Project STPBH-PE04 (100039889). This agreement will provide funds for RPC member governments in Jefferson and Shelby Counties to apply for grants up to \$500,000 total. The grants are awarded on a competitive basis and the scope of work to be completed must tie land use with transportation. Mr. Hamilton moved and Councilor Abbott seconded that the Board adopt the resolution as presented as recommended by the Program Budget Committee. Motion passed on a voice vote.

OTHER

Mayor Whitfield requested that a press release be issued announcing the Board's selection of Mr. Ball as the new RPC Executive Director. Mr. Foisy announced that a welcoming reception for Mr. Ball would be planned in December.


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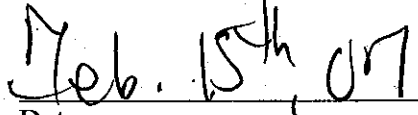
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Ms. Edwards provided an update on the Rural Planning Organization project in which introductory meetings are scheduled in Walker, St. Clair and Blount County. The Chilton County meeting date has yet to be scheduled.

There being no further business, the meeting adjourned at 11:45 a.m.



Honorable Sheila Smoot, Secretary



Date