

Regional Planning Commission of Greater Birmingham
Board Meeting Minutes
The Center for Regional Planning and Design
May 16, 2007

MEMBERS PRESENT

Honorable Valerie Abbott, City of Birmingham
Honorable Delor Baumann, City of Hueytown
Honorable Bettye Fine Collins, Jefferson County
Mr. Randall Gammon, City of Cordova
Honorable Robbie Hayes, Shelby County
Mr. Reginald Holloway, Shelby County
Honorable Charles McCallum, City of Vestavia Hills
Honorable Theoangelo Perkins, Town of Harpersville
Mr. Waymon Pitts, City of Cleveland
Mr. Tim Westhoven, City of Hoover
Honorable James Whitfield, City of Leeds

MEMBERS REPRESENTED BY ALTERNATE

Honorable Jim Carns, Jefferson County
 Represented by Ms. Sharon Evans
Mr. Ray Hamilton, Shelby County
 Represented by Mr. Reginald Holloway
Honorable Bruce Hamrick, Walker County Commission
 Represented by Mr. Randall Gammon
Honorable Bobby Humphries, Jefferson County
 Represented by Ms. Cindy Vines
Mr. Chester Jolly, City of Warrior
 Represented by Honorable Rena Hudson
Honorable Bernard Kincaid
 Represented by Mr. Kevin Owens
Honorable David Standridge, Blount County
 Represented by Mr. Waymon Pitts

MEMBERS ABSENT

Honorable Stan Batemon, St. Clair County
Honorable William Bell, City of Birmingham
Honorable Ricky Buckner, City of Springville
Mr. Richard Dickerson, City of Birmingham
Honorable Billy Joe Driver, City of Clanton
Honorable Joe Headley, Chilton County Commission
Honorable Edwards May, City of Bessemer
Honorable Eddie Reed, City of Jemison

OTHERS PRESENT

Mr. Shane Sumrall, Balch & Bingham
Mr. Al Folcher, City of Vestavia Hills
Mr. Charles Ball, Regional Planning Commission

Mr. Ray Morris, Regional Planning Commission
Mr. Darrell Howard, Regional Planning Commission
Mr. Brian O'Dell, Regional Planning Commission
Ms. Cynthia Barton, Regional Planning Commission
Ms. Cissy Edwards Crowe, Regional Planning Commission

CALL TO ORDER AND ROLL CALL

Honorable Valerie Abbott called the meeting to order at 10:30 a.m. Roll call was taken and a quorum was declared by the Chairman. The following business was conducted.

MINUTES

The minutes of the April 18, 2007 board meeting stand as written.

FINANCE COMMITTEE

Mr. Holloway presented the Finance Committee minutes from May 2, 2007 for information purposes. Through the control of finances overall they are running under budget. The Salary/Fringe/Indirect are over budget but budget modifications will provide correction. The Committee received a cash flow projection spreadsheet through July 2007 indicating that if the tracking continues the same as now there is adequate cash for the remainder of the fiscal year.

Mr. O'Dell presented the financial statements for the period October 1, 2006 through February 28, 2007.

Statement of Net Assets: The financial statements continue to be consistent month-to-month. The Current Ratio, total current assets (TCA) divided by total current liabilities (TCL) was 5.97:1. The Quick Ratio, (TCA less Unbilled Receivables divided by TCL), indicates a ratio of 3.66:1. Both of these indicate plenty of cash available to meet short-term commitments. The optimum range for the ratios is 2:1 – 3:1.

Budget Summary: Reporting through February 2007, five-twelve of the fiscal year, indicates that total expenses are well under budget. Though total salary, fringe and indirect is over budget, budget modifications will be made today between that category, direct costs and contracts without having to increase total fund source budgets and incur additional dues. Donated match is being used as much as possible in order to minimize dues match.

Income and Expenditures: The Membership Dues line item is now being spread according to the projects that require the use of dues as a match. A new column has been

added for the ArcServer project which is the development of application software that aligns streets.

Dues: Mr. Morris reported that at this time \$534,000 has been collected. The quarterly and semiannual payments are being made by member governments. The City of Fairfield has moved to monthly payments and should be paid in full by the end of the fiscal year. The remaining \$23,154 is being pursued. Of this amount, the City of Bessemer owes \$16,000 and conversations are taking place to pursue their payment. Mr. Holloway stated that he is pursuing the Town of Indian Springs through the Shelby County Commissioner who represents this district.

PROGRAM / BUDGET COMMITTEE

Mr. Pitts presented the Program / Budget Committee minutes from May 9, 2007 for information purposes.

Mr. Pitts moved and Mayor Whitfield seconded the Committee's recommendation to approve the following Budget medications:

- **Local Assistance/Enterprise Funds**

The total amount is increased from \$117,160 to \$184,350, reflecting additional projects for Leeds and Argo, and fully allocating available project funds. The following projects constitute the \$184,350:

- Thorsby Plan, \$5,000
- Trussville Subdivision Regulations and Zoning Map, \$15,000
- Comprehensive Economic Development Strategy, \$7,500
- Mountain Brook GIS Services, \$6,000
- Transit User Survey, Research Strategies, \$28,000
- Calera Redistricting, \$5,000
- Irondale Redistricting, \$7,850
- Leeds Strategic Plan, \$40,000
- St. Clair County Multi-Use Facility, \$20,000
- Vincent Plan and Zoning Ordinance, \$20,000
- Jemison Plan and Zoning Ordinance, \$10,000
- Argo Plan, Zoning Ordinance and Subdivision Regulations, \$20,000

- **FHWA PL**

The amount for contracts and direct costs has been reduced by \$85,000 with salaries increased by an equivalent amount. This has been done to reflect actual activity within the grant.

- **STP Building Communities**

The amount for contracts has been reduced by \$50,000 with salaries increased by an equivalent amount. This has been done to reflect actual activity within the grant. The City of Birmingham chose not to do their Traffic Circulation Plan for the Birmingham City Center.

- **RLF Administration**

The fully allocated Revolving Loan Fund amount of \$25,000 has been programmed, reflecting an increase in direct costs of \$1,370 due to legal fees incurred.

Dues Balance

The end of fiscal year dues balance in the proposed modified budget decreases from \$97,708 to \$86,066 reflecting dues applied to budget modifications for salaries chargeable to FHWA PL and STP Building Communities. The dues balance is defined as dues available, less dues programmed for match, less debt service. The budget dues balance of \$86,066 is still larger than the dues balance of \$74,765 adopted in August 2006 for the FY 2007 budget.

Motion passed on a voice vote.

Mr. Pitts moved and Commissioner Collins seconded that Committees recommendations to accept the Coordinated Human Service Transportation Plan presented below which includes the provisions added at the Committee meeting.

The Plan has been developed in response to SAFETEA-LU planning regulations by the Federal Transit Administration in which projects under Section 5310 (elderly and disabled), Section 5316 (Job Access and Reverse Commute) and Section 5317 (New Freedom) be selected competitively from a coordinated plan. The Action Plan attached was developed using an extensive stakeholder and public participation process.

Projects included in the Action Plan are designed to address the following goals.

1. Improve coordination.
2. Improve efficiency.
3. Improve quality of transportation services.
4. Increase the awareness of available services.
5. Expand the capacity of human service and rural transportation services.

Recommendation: It is recommended by the RPC staff that the RPC Board of Directors and the Birmingham Metropolitan Planning Organization adopt the Action Plan, as attached, in order that Section 5310 (elderly and disabled), Section 5316 (JARC), Section 5317 (New Freedom) funds and the Action Plan projects can be recommended to the Alabama Department of Transportation (ALDOT) for inclusion in the Statewide Transportation Improvement Plan (STIP) and programmed by the Birmingham MPO in the FY 2008-2011 Transportation Improvement Program for Jefferson and Shelby Counties.

The adoption by the RPC Board of Directors should be for Blount, Chilton, St. Clair and Walker Counties and the adoption by the Birmingham MPO should be for Jefferson and Shelby Counties.

Motion passed on a voice vote.

Mr. Pitts moved and Mr. Westhoven seconded the Committees recommendation to approve entering into a contract with the Nonprofit Resource Center of Alabama (NRCA) for development a strategic plan for the RPC which included the Committees stipulation that the contract include a length of time and specific deliverables. Mr. Ball stated that the time frame will be 3-5 years and the deliverables contain a timeframe for each strategic objective and define the human, IT and financial resources needed to complete those objectives. The funding for the strategic plan will be through the Appalachian Regional Commission (ARC) which promotes capacity building leading to economic development. Mr. Pitts said that the deciding factor to contract with the NRCA was Mr. Ball being comfortable with this selection.

Motion passed on a voice vote.

OTHER


Commissioner Collins moved and Mr. Pitts seconded the recommendation that Jefferson County Commissioner Bobby Humphryes be appointed to the Alabama Association of Regional Councils' Board of Directors. Motion passed on a voice vote.

It was recommended that a special letter be sent to the Board concerning the one remaining appointment to the AARC Board.

There being no further business, the meeting adjourned at 11:10.a.m.



Honorable Bettye Fine Collins, Secretary



Date