

Regional Planning Commission of Greater Birmingham
Board Meeting Minutes
The Center for Regional Planning and Design
September 19, 2007

MEMBERS PRESENT

Honorable Valerie Abbott, City of Birmingham
Honorable Delor Baumann, City of Hueytown
Mr. Randall Gammon, City of Cordova
Mr. Ray Hamilton, Shelby County
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
Honorable David Standridge, Blount County
Mr. Tim Westhoven, City of Hoover

MEMBERS REPRESENTED BY ALTERNATE

Honorable Jim Carns, Jefferson County
 Represented by Ms. Sharon Evans
Honorable Bruce Hamrick, Walker County Commission
 Represented by Mr. Randall Gammon
Honorable James Whitfield, City of Leeds
 Represented by Honorable Valerie Abbott

MEMBERS ABSENT

Honorable Stan Batemon, St. Clair County
Honorable Ricky Buckner, City of Springville
Honorable Bettye Fine Collins, Jefferson County
Honorable Bobby Humphryes, Jefferson County
Honorable Bernard Kincaid
Mr. Chester Jolly, City of Warrior
Honorable William Bell, City of Birmingham
Mr. Richard Dickerson, City of Birmingham
Honorable Billy Joe Driver, City of Clanton
Honorable Joe Headley, Chilton County Commission
Honorable Bobby Humphryes, Jefferson County
Honorable Edwards May, City of Bessemer
Honorable Eddie Reed, City of Jemison

OTHERS PRESENT

Mr. Al Folcher, City of Vestavia Hills
Mr. Chris Sanders, Jefferson County
Ms. Kay Argo, Regional Planning Commission
Mr. Charles Ball, Regional Planning Commission
Mr. Brian O'Dell, Regional Planning Commission

Mr. Ray Morris, Regional Planning Commission
Mr. William R. Foisy, 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 10:40 a.m. Roll call was taken and a quorum was declared by the Chairman. The following business was conducted.

MINUTES

The minutes of the August 15, 2007 board meeting stood as read.

FINANCE COMMITTEE

Mr. Holloway stated that September 30th will be the first time to have financial reporting for a full fiscal year. In FY08 the Finance Committee will continue to keep a handle on expenses by reviewing the in depth information at the Committee level. An executive summary will be presented to the Board of Directors. The Committee will continue to work with and monitor reimbursements from ALDOT.

Mr. O'Dell presented the financial information as follows:

Statement of Net Assets

1. The current ratio (current assets/current liabilities) for the period is 2.48. Anything over 2.00 is considered healthy.
2. The quick ratio (current assets-unbilled receivables/current liabilities) is 2.33. Anything over 1.5 is considered healthy.
3. The Accounts Receivables are \$549,651 and of this amount BJCTA owes \$275,000. If you disregard this amount, the current ration is 5.99 and the quick ratio of 5.49. The BJCTA has agreed to pay the contractor directly which will reduce payables significantly.
4. Another issue with the BJCTA is outstanding invoices of approximately \$50,000 which is the indirect costs that have been billed. These are not being paid since the RPC does not having its cognizant agency's confirmation of the indirect rate. Mr. Morris reported that he received a letter last week from the Department of Commerce stating that RPC does not have to have a confirmed rate, but can use a provisional rate for billing purposes. At the end of the fiscal year the indirect costs are reconciled through an audit and depending on the costs being higher or lower than the provisional rate, RPC would either return the money or draw down additional funds, if available. Mr. Morris has forwarded the letter to the BJCTA and will report back to the Board at the next meeting.
5. RPC's long-term debt continues to be reduced by approximately \$8,000/month. The interest is based on the 30-day LIBOR rate.

The overall financial health looks good.

Budget Summary

1. Actual Year-To-Date total expenditures were under budget by \$832,315(g).
2. Salary, fringe and indirect was under budget in total by \$62,958 (h).
3. Direct costs are under budget in total by \$98,390 (i).
4. The contracts are under budget \$670,967 (j). These are very large contracts and are episodic. These are largely transportation related contracts and will roll over into FY08. The Committee agreed that a footnote needed to be added to Table 2 to note which projects will have carryover funds into the next fiscal year.

Four staff positions have been advertised. One is a new position and three are vacated positions.

Statement of Income and Expenditures

This is primarily an internal management tool. It is a more detailed view of the information presented in the budget summary.

PROGRAM / BUDGET COMMITTEE

Mr. Pitts presented the following recommendations from the Committee:

ALDOT/RPC Air Quality Contract Update

The lack of a timely reimbursement from ALDOT is a critical issue that impacts RPC's cash flow. The Committee recommends that the Chairman appoint a committee to attend a meeting with ALDOT. Commission Hayes moved and Mayor Baumann seconded for the Chairman to appoint Mr. Holloway, Mr. Westhoven, Mayor McCallum and Mr. Pitts to a Committee to attend a meeting with Mr. Don Vaughn in Montgomery. Motion passed on a voice vote.

Livable Cities Sidewalk Resolution

An agreement was presented from the Alabama Department of Transportation to provide funding to ALDOT for their design review services for projects that are funded through the Birmingham Metropolitan Planning Organization (MPO) Transportation Improvement Program (Surface Transportation Program, Birmingham Attributable). Total funds are \$30,000 composed of federal funds of \$24,000 with RPC matching funds of \$6,000. The RPC will provide payment to ALDOT in advance of billing local governments on a prorated basis equal to the amount of the RPC match obligation. Commissioner Standridge moved and Mayor McCallum seconded to approve the resolution authorizing Mr. Charles Ball to enter into this agreement. Motion passed on a voice vote.

Rural Transportation Planning Resolution

An agreement was presented from the Alabama Department of Transportation to continue the Rural Transportation Planning in the RPC service area of Blount, Chilton, St. Clair and Walker counties. The ALDOT funding is \$50,000 with RPC providing a match of \$12,500 in-kind services. Mr. Hamilton moved and Mr. Gammon seconded to approve the resolution authorizing Mr. Charles Ball to enter into this agreement. Motion passed on a voice vote.

Comprehensive Economic Development Strategy (CEDS) Resolution

The CEDS document was presented which is a compilation of information and projects to be submitted to the Economic Development Administration (EDA) in order for RPC to continue as an Economic Development District (EDD). Mr. Pitts moved and Mayor Perkins seconded that the Board approve the resolution with the condition that Mr. Charles Ball develop an improved process next year for update of the CEDS document. Motion passed on a voice vote.

OTHER

Ms. Barton reminded everyone to make a reservation to attend Mr. Jack Wright's retirement party on October 4th, 4pm – 6pm. Mr. Wright has been employed with RPC for 39 years.

There being no further business, the meeting adjourned at 11:15.a.m.

Bettye Fine Collins
Honorable Bettye Fine Collins, Secretary

10-18-07
Date