

Regional Planning Commission of Greater Birmingham
Board Meeting Minutes
The Center for Regional Planning and Design
March 19, 2008

MEMBERS PRESENT

Honorable Valerie Abbott, City of Birmingham
Honorable Bettye Fine Collins, Jefferson County
Mr. Randall Gammon, City of Cordova
Mr. Reginald Holloway, Shelby County
Mr. Chester Jolly, City of Warrior
Mr. Waymon Pitts, City of Cleveland
Honorable David Standridge, Blount County
Mr. Tim Westhoven, City of Hoover

MEMBERS REPRESENTED BY ALTERNATE

Honorable Delor Baumann, City of Hueytown
 Represented by Honorable Valerie Abbott
Mr. Ray Hamilton, Shelby County
 Represented by Honorable Theoangelo Perkins
Honorable Robbie Hayes, Shelby County
 Represented by Mr. Reginald Holloway
Honorable Bruce Hamrick, Walker County Commission
 Represented by Mr. Randall Gammon
Honorable Michael Johnson, City of Fairfield
 Represented by Mr. Nigel Roberts
Honorable Larry Langford, City of Birmingham
 Represented by Mr. Kevin Owens

MEMBERS ABSENT

Honorable Stan Batemon, St. Clair County
Honorable Ricky Buckner, City of Springville
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 Humphries, Jefferson County
Honorable Charles McCallum, City of Vestavia Hills
Honorable Eddie Reed, City of Jemison
Honorable Jim Carns, Jefferson County
Honorable James Whitfield, City of Leeds

OTHERS PRESENT

Mr. Charles Ball, 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 10:35 a.m. Roll call was taken and a quorum was declared by the Chairman. The following business was conducted.

MINUTES

The minutes of the February 20, 2008 board meeting stood as read.

FINANCE COMMITTEE

Mr. Holloway highlighted the Senior Services program indicating it was over budget due to over enrollment but should balance out at the end of the fiscal year. Additional funds should come in to cover the overage.

Mr. Morris presented the financial information for the period through January 31, 2008.

Statement of Net Assets

1. The current ratio (current assets/current liabilities) for the period is 5.75 compared to January 2007 which was 5.37.
2. The quick ratio (current assets-unbilled receivables/current liabilities) is 5.37 compared to January 2007 which was 3.57.

Report indicates that more cash is available January 2008 (\$710,156) compared to January 2007 (\$301,180) Total Current Assets are \$878,459 (C), Unbilled receivables are \$53,056 (D), Total Current Liabilities are \$153,697 (E). Long term liabilities due July 2016 down \$99,633 (H).

Budget Summary

1. Actual Year-To-Date total expenditures were under budget by \$1,293,420 (J).
2. Salary, fringe and indirect was under budget in total by \$57,817 (K).
3. Direct costs are under budget by \$112,919 (L).
4. The contracts are under budget \$1,122,684 (M).

The report, however, reflects only 4/12 of the budget and most programs have an ebb and flow over the course of the year. No major problems at this time.

Dues

Dues collected to date are \$522,144.50. The City of Birmingham has remitted their second half dues. Outstanding dues from member governments is \$27,116. Invoices for quarterly and semi-annual payments will soon be mailed.

Audit

DLMC, Inc. remitted a letter concerning internal controls.

1. Management should adopt a capitalization policy that specifies capitalization criteria as well as a minimum capitalization threshold. At this time, the inventory of fixed assets is 75% complete. The completed report should be presented to the Board in April. Mr. Holloway requested review of this report prior to presenting to Board.
2. Management should include the Regional Loan Fund (RLF) in the chart of accounts to ensure that it is properly controlled. The reporting on this account began at the start of the fiscal year.

PROGRAM / BUDGET COMMITTEE

Mr. Pitts presented the following agreements.

Building Communities Agreement

This agreement is already programmed in the budget and will move these projects forward. It is Project STPBH-PE08 (), 100047101 and addresses the relationship between transportation and land use. It is the intended purpose of the Building Communities Program to provide grants to local communities within the MPO Planning Area of Jefferson and Shelby Counties for projects, strategies and services that support the SAFETEA-LU planning factors, including transportation and land use integration, economic vitality, safety and security, accessibility and mobility, environmental/air quality, and system preservation. The total estimated funds are \$1,000,000 using estimated Federal funds of \$800,000 and estimated match \$200,000, predominantly from local governments whose planning projects are funded. Mr. Pitts moved and Mr. Holloway seconded to approve the agreement based on a recommendation from the Committee. Motion passed on a voice vote.

Alabama Department of Transportation (ALDOT) Planning Process Agreement

The following resolution authorizes the RPC to continue participation in the transportation planning process. The RPC receives funding from the ALDOT on behalf to support the activities of the Birmingham Metropolitan Planning Organization (MPO):

WHEREAS, Section 134 of the United States Code and Sections 1604(1), 1607(a), and 1607(c) of Title 49 of the United States Code require that each urbanized area, as a condition of the receipt of federal capital or operating assistance, have a continuing, cooperative and comprehensive transportation planning process that results in plans and programs that consider all transportation modes and supports metropolitan community development and social goals that lead to the development and operation of an integrated, intermodal transportation system that facilitates the efficient, economic movement of people and goods, and

WHEREAS, an agreement concerning a transportation planning process for the Birmingham Urbanized Area was executed in May 1995 between the Alabama Department of Environmental Management, the Birmingham-Jefferson County Transit Authority, the Birmingham Regional Planning Commission, the Metropolitan Planning Organization, the Jefferson County Health Department, and the State of Alabama acting by and through the Alabama Department of Transportation, and

WHEREAS, the Federal Transit Administration and the Federal Highway Administration issued on August 10, 2005, new regulations governing the development of metropolitan transportation plans and programs for urbanized areas resulting from the passage of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), and

WHEREAS, an updated agreement referencing SAFETEA-LU provisions has been prepared, and

WHEREAS, an unwillingness to participate in the "3C PROCESS" may result in the Secretary of Transportation refusing to approve federal-aid funds for surface transportation within the Birmingham urbanized area.

NOW, THEREFORE, BE IT RESOLVED by the Regional Planning Commission of Greater Birmingham, that it be a party to and execute the updated agreement concerning a transportation planning process.

Mr. Pitts moved and Mr. Westhoven seconded to approve the agreement based on a recommendation from the Committee. Motion passed on a voice vote.

Park and Ride lots – Phase I Agreement

The agreement is for \$250,000 with no local match required. This money is included in the budget. The agreement is for Park and Ride Lots at various locations located within Jefferson and Shelby County, the Blount County Park and Ride Lot located in Hayden and the Chilton County Park and Ride lot located in Jemison. The new lots, approximately 15-20, will be located on major corridors in Jefferson and Shelby County. Potential locations were researched which included using ALDOT and retail property. These two options were not viable. The next choice was to approach churches and this option was favorably received. Mr. Pitts moved and Judge Standridge seconded to approve the agreement based on a recommendation from the Committee. Motion passed on a voice vote.

Human Services Coordinated Transportation Plan Agreement

The resolution is between RPC and the Alabama Association of Regional Councils (AARC). The total compensation is \$10,000 and each Region will submit a \$250 administrative cost. This is not in the budget and will be a budget modification at the April committee meeting.

- a. The Region will provide a work environment that allows the staff to expand their knowledge base and provide a service to the ALDOT.
- b. The Region will maintain a record of the work product of the staff and will assure it is consistent with the work program established for the intern.
- c. The Region will cooperate with the staff of AARC in the production of reports confirming AARC compliance with the ALDOT Human Services Coordinated Transportation Plan agreement.
- d. All expenditures will be made in conformance with applicable State and Federal requirements.
- e. Each Region will be required to maintain the minimum liability standards as outlined.

Mr. Pitts moved and Mr. Holloway seconded to approve the agreement based on a recommendation from the Committee. Motion passed on a voice vote.

Consultation Process for Rural Transportation Planning Agreement

This is a continuing agreement between RPC and the Alabama Department of Transportation (ALDOT) and will supersede the November 2007 annual agreement. This agreement will continue the transportation consultation process in the four rural counties in the RPC region which include Blount, Chilton, St. Clair and Walker. The fee amount will be determined by ALDOT and provided to the RPCGB before the work program is due August 1 of each year. Mr. Pitts moved and Mr. Holloway seconded to approve the agreement based on a recommendation from the Committee. Motion passed on a voice vote.

Revolving Loan Fund (RLF) Appointment

The RPC Board has two appointments to the Revolving Loan Fund Committee. Mr. Pitts moved and Judge Standridge seconded to approve the Committee's recommendation that Mr. Jim Byram be appointed to this Committee. Motion passed on a voice vote.

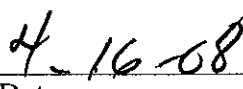
OTHER

Mr. Ball presented the Strategic Plan that has been eight months in the works. Guidant Consultants worked within the budget even though they had to do additional work to complete the Plan. Mr. Scott Tillman, RPC, chaired the internal committee to keep the process on track. The Board agreed that more time was needed to review the document and would take this under consideration at a later date. Commissioner Collins asked if the RPC website would be evaluated as part of the Plan. Mr. Ball said it would be.

There being no further business, the meeting adjourned at 11:05 a.m.



Honorable Bettye Fine Collins, Secretary



Date