

Regional Planning Commission of Greater Birmingham
Board Meeting Minutes
The Center for Regional Planning and Design
April 16, 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. Ray Hamilton, Shelby County
Honorable Robbie Hayes, Shelby County
Honorable Delor Baumann, City of Hueytown
Honorable Charles McCallum, City of Vestavia Hills

MEMBERS REPRESENTED BY ALTERNATE

Mr. Richard Dickerson, City of Birmingham
 Represented by Honorable Valerie Abbott
Mr. Waymon Pitts, City of Cleveland
 Represented by Mr. Ray Hamilton
Honorable Bruce Hamrick, Walker County Commission
 Represented by Mr. Randall Gammon
Honorable Larry Langford, City of Birmingham
 Represented by Ms. Renee Kemp Rotan
Honorable James Whitfield, City of Leeds
 Represented by Dr. Carl Marbury
Mr. Chester Jolly, City of Warrior
 Represented by Honorable Delor Baumann
Honorable Theoangelo Perkins, Town of Harpersville
 Mr. Reginald Holloway

MEMBERS ABSENT

Honorable Stan Batemon, St. Clair County
Honorable Ricky Buckner, City of Springville
Honorable William Bell, City of Birmingham
Honorable Billy Joe Driver, City of Clanton
Honorable Joe Headley, Chilton County Commission
Honorable Bobby Humphries, Jefferson County
Honorable Eddie Reed, City of Jemison
Honorable Jim Carns, Jefferson County
Honorable David Standridge, Blount County
Mr. Tim Westhoven, City of Hoover
Honorable Michael Johnson, City of Fairfield

OTHERS PRESENT

Mr. Al Folcher, City of Vestavia Hills
Mr. Charles Ball, Regional Planning Commission
Mr. Ray Morris, Regional Planning Commission
Mr. William R. Foisy, Regional Planning Commission
Mr. Scott Tillman, 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 10:36 a.m. Roll call was taken and a quorum was declared by the Chairman. The following business was conducted.

MINUTES

The minutes of the March 19, 2008 Board meeting stood as read.

FINANCE COMMITTEE

Mr. Holloway highlighted for the Board the following information:

The ARC/State TA is overspent \$33,504 at this reporting time, but should clear over time as more salaries are charged to the Local Assistance/Enterprise Fund category due to the local assistance projects of the Community Planning Assistance Program.

The SSAI is over budget due to over enrollment but is declining as enrollment is reduced. Statewide the program is under enrolled and money should be received to recover from this deficit.

Mr. O'Dell presented the financial information for the period through February 29, 2008.

Statement of Net Assets

1. The current ratio (current assets/current liabilities) for the period is 5.59 compared to February 2007 which was 2.79.
2. The quick ratio (current assets-unbilled receivables/current liabilities) is 5.42 compared to February 2007 which was 2.03.

Report indicates that more cash is available January 2008 (\$614,243) compared to February 2007 (\$264,857) Total Current Assets are \$859,269 (C), Unbilled receivables are \$27,148 (D), Total Current Liabilities are \$160,054 (E). Long term liabilities due July 2016 down by \$101,512 (H).

The billing for the Rideshare agreement that was handled by Jefferson County due to financial constraints is concluded. RPC's first billing for the Rideshare agreement has

been submitted to the Alabama Department of Transportation. This will be monitored closely for payment.

Budget Summary

1. Actual Year-To-Date total expenditures were under budget by \$1,597,114 (J).
2. Salary, fringe and indirect was under budget in total by \$77,544 (K).
3. Direct costs are under budget by \$140,701 (L).
4. The contracts are under budget \$1,378,569 (M).

These under budget items represent no major problems at this time.

As mentioned above, there are two items that are over budget, Senior Service America, Inc. (SSAI) and Senior Agency Contracts. The SSAI is over budget due to over enrollment but is declining as enrollment is reduced. Statewide the program is under enrolled and money should be received to recover from this deficit. The Senior Agency Contracts will change due to a budget modification for the Birmingham Municipal Court that is to be presented at this meeting.

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. The Chilton County Commission voted to pay their dues and this should be remitted soon.

Revolving Loan Fund (RLF)

This information was not been presented to the Board but based on the auditor's recommendation this will become a part of the Finance Committee's report. The Cash Available is \$275,688 and Receivables from Loans is \$937,067. All loans are performing with the exception of Krupp Oil. Krupp Oil stopped servicing their RLF loan which is in second position. The foreclosure process has been completed.

The RLF should soon receive additional funding of approximately \$1,000,000 from the State's bond sale.

Physical Inventory

In response to recommendations in the audit, a physical inventory was conducted and the results presented to the Board.

PROGRAM / BUDGET COMMITTEE

Mr. Hamilton presented the following information on behalf of the Chairman, Mr. Waymon Pitts who could not attend the meeting. He complimented Mr. Pitts and Mr. Holloway on their hard work and consistently guiding these two committees to work on behalf of the RPC Board.

Budget Modifications

• **Local Assistance/Enterprise Funds**

The total revenue available has been adjusted from \$261,500 to \$234,750 to reflect the 15 community planning assistance contracts amounting to \$166,500, six local planning projects totaling \$58,250, and \$10,000 from the Alabama Association of Regional Councils/Alabama Department of Transportation for an updated rural social service transportation plan. A dues match of \$2,500 is required for the AARC/ALDOT program.

• **ARC/State TA**

The total revenue available has been increased by \$20,000 from \$240,000 to \$260,000 to reflect a higher annual contribution by the Appalachian Regional Commission.

• **Senior Aide Agency Contracts (Birmingham Municipal Court/Birmingham Police Department)**

Revenues for Birmingham Municipal Court for contract workers have been increased by \$34,000, increasing the total expenditures for Senior Aide Agency Contracts from \$59,704 to \$93,704.

• **FTA 5309 – I-65**

Total expenses for this project have been decreased from \$3,656,750 to \$71,000 to reflect that the Birmingham-Jefferson County Transit Authority, not the RPC, is paying third-party contractors. Payment is upon verification and authorization by the RPC staff. Next year more staff time will be charged to this program.

Mr. Hamilton moved and Commissioner Hayes seconded that the Board approve the Budget Modifications as presented. Motion passed on a voice vote.

Revolving Loan Fund (RLF) Appointment/Term

The RPC Board has two appointments to the Revolving Loan Fund Committee and this is the second appointment. Mr. Hamilton moved and Commissioner Collins seconded to approve the Committee's recommendation that Mr. Devron Veasley be appointed to this Committee. Mr. Veasley is the Director/Business Consultant for the Bessemer Business Incubation System. Motion passed on a voice vote.

Mr. Hamilton presented the recommendation the policy that RLF Committee members serve a two year term with terms beginning May 1, 2008. In order to establish a staggered term, four members will be appointed for a one-year term and four members appointed for a two year term. Mr. Hamilton moved and Mr. Folcher seconded the Committee's recommendation. Motion passed on a voice vote.

Air Quality – New Standards

Mr. Hamilton directed the Board to the handout which is for information purposes only. The EPA resets the standard every five years. Changes to the ozone standard by the EPA may impact all RPC rural counties in that plans would have to be developed to reduce emissions from industrial and mobile (transportation) sources. Given that the standard and counties will not be promulgated until 2010, the RPC will keep the RPC committees updated on this issue.

EPA Revisions to the 8-Hour Ozone Standard – March 12, 2008

- EPA revised the standard to 75 ppb. In practice, an area meets the standard if the rolling three-year average is 75 ppb or lower.
- Counties not meeting the new standard include: Baldwin, Clay, Madison, Mobile, Morgan, Jefferson, Shelby, and Tuscaloosa, based on the 3-year average from 2005-2007.
- EPA's presumptive ozone nonattainment area boundaries can include all counties in a consolidated metropolitan statistical area (CMSA) with a violating ozone monitor and all counties in a metropolitan statistical area (MSA) with a violating ozone monitor. Based on this worst-case assumption, the following counties could also be designated as nonattainment for the new ozone standard: Bibb, Blount, Chilton, Cullman, Greene, Hale, Lawrence, Limestone, St. Clair, and Walker.

OTHER

Mr. Ball made a presentation to the Board on the Strategic Plan developed during the last eight months. 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 presentation was titled: RPC Strategic Plan - Our Road Map for the Next Five Years!

How we got here

- Process coordinated by Guidant Consulting, Inc.
- Internal and External Surveys Distributed
- Staff/Board/Member Interviews Conducted
- Planning Treat held on 9-11-07
- Strategic Planning Committee (SPC) Established

Our Proposed Vision

“The members of the Regional Planning Commission of Greater Birmingham will benefit from professional, innovative and high quality resources. Using its expertise, we will collectively and progressively ensure that all localities have the capacity to fully participate in economic growth and development, respectful of each community's values and objectives. Ultimately, we are committed to creating a region with access to meaningful employment and healthy communities.”

Our Proposed Core Values

- We are dedicated to the betterment of our members, partners and communities.
- We are committed to collaboration and mutual respect.
- We uphold the diversity and identity of our natural, social and built environments.

Our Proposed Mission Statement

“To serve as a catalyst for regional leadership, cooperation and sustainability in Blount, Chilton, Jefferson, Shelby, St. Clair and Walker Counties”

Goals

- Revenue
- Administrative
- Service
- Communications
- Personnel
- Governance

Objectives

Each Goal Supported by Objectives

Each Objective Includes:

- Timetable for Implementation
- Responsible Parties
- Target Completion Dates

Revenue (Functional Area with Highest Priority)

- Contains Six Different Goals
- Contains Most In-depth Goals and Objectives
- Strong Emphasis on Financial Stability
 - Build a Reserve Fund
 - Reduce Long-term Debt

Additional Functional Areas

Administrative Goals

- Enhance Project Management System
- Comprehensive Technology Evaluation
- Evaluate Functionality of Current Work Space

Service Goal

- Primary Resource for Member Services

Communication Goal

- Increase Member Awareness of RPC Services, State and National Trends, and Best Practices

Personnel Goal

- Enhance Staff Development, Communications, and Morale

Governance Goal

- Review and Revise the RPC Bylaws

What's Next?

- Secure Board Approval of Plan
- Activate New Committees
- Track Progress Regularly
- Update Document as Needed

Mr. Hamilton asked if the strategic plan would increase expenditures. Mr. Ball replied that it is possible and will be part of the budget preparation but does not carry any impact

at this point. Commissioner Hayes moved and Mr. Holloway seconded to adopt the RPC Strategic Plan as presented. Motion passed on a voice vote.

Mr. Ball announced that Mr. Morris is now an Ensign in the Naval Reserve and Mr. Tillman is a new dad.

There being no further business, the meeting adjourned at 11:25 a.m.

Bettye Fine Collins
Honorable Bettye Fine Collins, Secretary

5-28-08
Date