

Regional Planning Commission of Greater Birmingham  
Board Meeting Minutes  
The Center for Regional Planning and Design  
July 15, 2009

**MEMBERS PRESENT**

Honorable Valerie Abbott, City of Birmingham  
Honorable Robbie Hayes, Shelby County  
Mr. Tom Barnett, City of Birmingham  
Mr. Ray Hamilton, Town of Vincent  
Honorable Tom Henderson, Center Point  
Mayor William Hereford, City of Pell City  
Mr. Reginald Holloway, Shelby County  
Mr. Chester Jolly, City of Warrior  
Mr. Devon Laney, City of Birmingham  
Honorable Theoangelo Perkins, Town of Harpersville  
Ms. Eunice Rogers, City of Birmingham  
Honorable David Standridge, Blount County Commission  
Mr. Tim Westhoven, City of Hoover

**MEMBERS REPRESENTED BY ALTERNATES**

Honorable Delor Baumann, City of Hueytown  
    Represented by Mr. Jim Byram  
Honorable Waymon Pitts, Blount County  
    Represented by Mr. Ray Hamilton

**MEMBERS ABSENT**

Honorable Bettye Fine Collins, Jefferson County  
Honorable Bruce Hamrick, Walker County Commission  
Honorable Stan Batemon, St. Clair County  
Honorable Tim Mims, Chilton County Commission  
Honorable Bobby Humphries, Jefferson County  
Honorable Jim Carns, Jefferson County  
Honorable Wayne Gross, Town of Parrish  
Honorable Eddie Reed, City of Jemison

**OTHERS PRESENT**

Ms. Joselyn Harper, City of Birmingham  
Mr. Charles Ball, Regional Planning Commission  
Mr. Ray Morris, Regional Planning Commission  
Mr. Brian O'Dell, Regional Planning Commission  
Mr. Scott Tillman, Regional Planning Commission  
Ms. Yvonne Murray, 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 10:37 a.m. A quorum was declared by the Chairman. The following business was conducted.

**MINUTES**

The minutes from the May 20, 2009 stand as presented.

**FINANCE COMMITTEE**

Mr. Barnett, Finance Committee Chair reported the good news that the Alabama Department of Transportation has reimbursed RPC for all their Air Quality invoices and the line of credit is repaid. The Committee will begin monitoring the 2010 dues.

The Committee recommends to the Board of Directors that they do not require a six (6) months reserve for loan payments which would improve cash flow. Mr. Barnett moved and Mr. Byram seconded to eliminate this requirement. Motion passed on a voice vote.

Mr. O'Dell then presented the financial information for the period ending May 31, 2009.

**Statement of Net Assets**

1. The current ratio (current assets/current liabilities) for the period is 2.50 compared to May 2008 which was 3.66. The current ratio without the line of credit is 3.35
2. The quick ratio (current assets-unbilled receivables/current liabilities) is 1.02 compared to May 2008 which was 3.55. The quick ratio without the line of credit is 1.85.

Air Quality program receivables after May 31<sup>st</sup> are current which improves the financial picture. The \$300,000 line of credit noted in the financials is current after May 31<sup>st</sup>.

The long term debt continues to be reduced.

Cash and cash equivalents are \$652,163. Total Current Assets are \$1,386,755 (C), Unbilled Receivables are \$488,683 (D), Total Current Liabilities are \$624,129 (E). Accounts Receivable are \$245,909. Accounts Payables are \$162,763 (G). Deferred Revenues are \$106,273.

**Budget Summary**

Total Expenditures are under budget by \$429,253 (J), Salaries, Fringe and Indirect are under budget \$33,336 (K), Direct Costs are under budget \$446,603 (L) and Contracts are over budget \$50,686 (M). The FHWA PL expenditures are slightly over budget given that charges to some other programs such as I-65 and U.S. 280 are under budget due to charges not being made as quickly as planned. In addition, the PL budget has not utilized all the funding available. EDA and ARC/State TA are over budget but will not be over budget at the end of the fiscal year. Expenditures for the CMAQ Air Quality Program

have been slowed due to the delayed reimbursement process. All the Senior Services programs are over budget but additional budget dollars will be applied by the end of year without any additional expenditures. As of June 30, 2009 this program no longer resides at RPC.

#### **Dues**

Dues for 2009 collected to date are \$579,120 (78 members paid) as compared to \$571,890 (79 members paid) for same period last year.

This report indicates that 2009 is slightly ahead of 2008. An additional \$20,000 is expected to be collected by the end of the fiscal year, primarily from scheduled quarterly and semi-annual payments.

#### **Revolving Loan Fund (RLF)**

The cash and cash equivalents is \$122,830. The total receivables from loan recipients are \$1,409,028. The net assets held in trust are \$1,409,028. There is very little change from last month. TermaSteel continues to be a challenge to collect payments. The company is not working a full schedule and it is possible that operations will be terminated. This loan is in third position with personal guarantees. This will be monitored closely with the attorney. A loan to United Textiles for \$100,000 using ARC money was closed in June.

#### **PROGRAM BUDGET COMMITTEE**

Mr. Hamilton presented a contract which provides for vehicle acquisition for ClasTran, the Section 5310 elderly and disabled transportation nonprofit agency for Jefferson and Shelby Counties. This project will receive 100% Federal funding from the American Recovery and Reinvestment Act (ARRA) limited to an amount of \$784,030 for vehicle acquisition. This agreement will not have a cash flow impact on RPC as the purchase will be coordinated through the state bid list for vehicle procurement. The vehicles will then be leased to ClasTran. Mr. Hamilton moved and Ms. Rogers seconded to recommend execution of this contract. Motion passed on a voice vote.

#### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Ball and Mr. Morris reported that issues have arisen with the Alabama Department of Transportation (ALDOT) relating to approval of invoices. ALDOT has implemented a rule requirement for FHWA planning funds for any expense over \$1500. Expenses over \$1500 must have prior approval. It is unclear if other MPOs must comply with this requirement. The problem originated in November 2008 with a request for reimbursement for a Charette training seminar. They were reluctant to pay indicating it was not an acceptable transportation activity when several ALDOT employees were approved to participate in the seminar. This policy is outside of the requirement within

the Agreement with ALDOT and a request for an amendment stating specific criteria and citing regulations has been ignored.

Mr. Ball requests that Chairman Abbott appoint a delegation to go to Montgomery to meet with Mr. Don Vaughn. The Chairman appointed Commission Pitts, Mr. Westhoven and Mr. Holloway as the delegation. Packets of information will be provided to the delegation prior to the meeting. Tentatively, a date in August will be selected.


### **PERSONNEL COMMITTEE**

Following the last Board meeting, an email was sent to asking for a volunteer to fill the vacancy on the Personnel Committee. There were three replies. Two of the interested parties already serve on other RPC Committees. Chairman Abbott expressed her appreciation for their interest. The third person is Mr. Holloway and Councilor Abbott recommends he be appointed. Councilor Abbott moved and Mr. Byram seconded to appoint Mr. Holloway to the Personnel Committee. Motion passed on a voice vote.

### **OTHER**

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

  
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Honorable Bettye Fine Collins, Secretary

  
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Date