

Regional Planning Commission of Greater Birmingham
Board Meeting Minutes
July 20, 2011

MEMBERS PRESENT

Honorable Valerie Abbott, City of Birmingham
Mr. Tom Barnett, City of Birmingham
Honorable Doug Brewer, City of Graysville
Mr. Ray Hamilton, Town of Vincent
Honorable Tom Henderson, City of Center Point
Mr. Reginald Holloway, Shelby County
Mr. Chester Jolly, City of Warrior
Mr. Devon Laney, City of Birmingham
Honorable Theoangelo Perkins, Town of Harpersville
Honorable Waymon Pitts, Blount County
Honorable David Standridge, Blount County Commission
Honorable Robbie Hayes, Shelby County

MEMBERS REPRESENTED BY ALTERNATES

Honorable William Bell, City of Birmingham
 Represented by Mr. Tom Barnett
Honorable Delor Baumann, City of Hueytown
 Represented by Jim Byram
Honorable William Hereford, City of Pell City
 Represented by Ms. Judy Tipton
Honorable Sandra Little Brown, Jefferson County
 Represented by Mr. Walter Mitchell
Honorable Robbie Hayes
 Represented by Mr. Reginald Holloway

MEMBERS ABSENT

Honorable David Carrington, Jefferson County
Honorable Bruce Hamrick, Walker County Commission
Honorable Stan Batemon, St. Clair County
Honorable Tim Mims, Chilton County Commission
Honorable Joe Knight, Jefferson County
Honorable Wayne Gross, Town of Parrish
Honorable Gary Richardson, City of Midfield
Ms. Vanessa Hendricks, Chilton County
Mr. Tim Westhoven, City of Hoover
Ms. Eunice Rogers, City of Birmingham

OTHERS PRESENT

Mr. Walter Jackson, Jefferson County Commission
Mr. Charles Ball, RPCGB
Mr. Ray Morris, RPCGB
Mr. Scott Tillman, RPCGB
Ms. Yvonne Murray, RPCGB
Ms. Lindsey Gray, RPCGB
Ms. Laurel Land, RPCGB
Mr. Greg Wingo, RPCGB
Ms. Cynthia Barton, RPCGB
Ms. Cissy Edwards Crowe, RPCGB

CALL TO ORDER AND ROLL CALL

Honorable Valerie Abbott called the meeting to order at 10:38 a.m. A quorum was declared by the Chairman. The following business was conducted.

MINUTES

The minutes were accepted as presented.

FINANCE COMMITTEE

Mr. Morris presented the financial information for the period ending May 31, 2011.

Statement of Net Assets

1. The current ratio (current assets/current liabilities) for the period is 4.70 compared to May 2010 which was 4.45.
2. The quick ratio (current assets-unbilled receivables/current liabilities) 2.78 compared to May 2010 which was 3.62.

The current ratios reflect adequate liquidity. The long term liability continues to decrease and the Unreserved Fund Balance continues strong.

Cash and cash equivalents are \$505,865. Total Current Assets are \$1,434,998 (C), Unbilled Receivables are \$587,491 (D), Total Current Liabilities are \$305,044 (E), Accounts Receivables are \$341,642, Accounts Payables are \$143,348, (G). Deferred Revenues are \$71,891 (H), Total Long Term Liabilities are \$585,108 (I)

Budget Summary

Total Expenditures are under budget by \$718,701(J), Salaries, Fringe and Indirect are over budget \$53,660 (K), Direct Costs are over budget \$4,434 (L) and Contracts are under budget \$776,795 (M).

Budget versus actual expenses were, overall, in good shape at May 31, 2011. The biggest change versus last month is due to using actual fringe and indirect rates through May versus budgeted rates in April. There are some challenges within individual funding sources. These can be overcome by: 1. increasing the total programmed funds; 2. flexing dollars between funding sources; and, 3. reallocating dollars between budget categories within funding sources. Also, the actual fringe and indirect rate is expected to be lower by year-end. These factors plus tight cost control between now and year-end should result in overall good numbers by September 30.

Dues

The Committee reviewed the Dues Status report for FY2011. A comparison chart was distributed indicating dues as of June 30, 2011. 70 member governments had paid \$593,040 compared to 72 member governments paying \$598,130 for the same period last year.

Revolving Loan Fund (RLF) Report

This RLF funds are maintained in a separate bank account and accounting program. As of May 31, 2011 the Current Assets are: Checking, \$1,199,396, Other Assets, \$1,136,709, for a total of \$2,336,105. The Liabilities and Equity are: Current Liabilities, \$0.00, Equity, \$2,348,999, for a total of \$2,346,999. .

A Schedule of Loans Receivable as of April 2011 was presented. At this time there is one loan in default (J2F) and one loan that is slow in payment (Highland Legal Media). During the past 19 months over 70 loans were made.

Income/Expense report was presented. For period October 2010 through May 2011, Total Income was \$1,030,794 and Total Expense was \$65,349. For the same period, the Interest Earned was \$52,161, Loan Fees earned was \$500, and Late Fees earned were \$24. The Management Fee was \$65,000, Bank Fee was \$145, Interest Expense was \$166 and Taxes were \$41.

PROGRAM BUDGET COMMITTEE

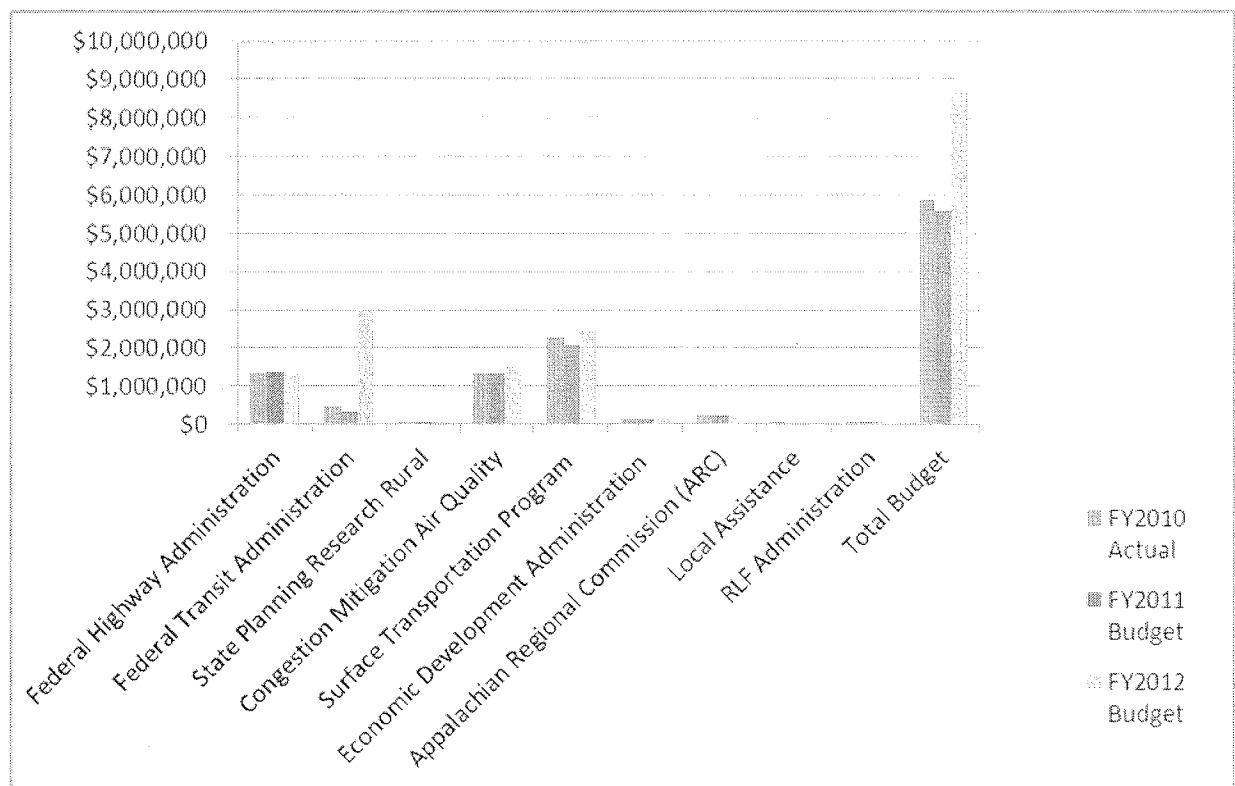
Mr. Hamilton presented the following information for consideration.

RPCGB FY2012 Budget

Mr. Morris presented a copy of the FY2012 budget. The following table reflects total revenue available.

Comparison of FY2010 Actual and FY2011 and FY2012 Budget

	FY2010 Actual	FY2011 Budget	FY2012 Budget
Federal Highway Administration	\$1,311,409	\$1,344,091	\$1,312,841
Federal Transit Administration	\$464,517	\$323,600	\$2,998,662
State Planning Research Rural	\$62,500	\$62,500	\$62,500
Congestion Mitigation Air Quality	\$1,320,000	\$1,325,000	\$1,500,000
Surface Transportation Program	\$2,269,100	\$2,072,500	\$2,431,250
Economic Development Administration	\$106,000	\$126,000	\$106,000
Appalachian Regional Commission (ARC)	\$224,000	\$215,300	\$200,000
Local Assistance	\$48,297.00	\$34,086.00	N/A
RLF Administration	\$65,000.00	\$65,000.00	\$65,000
Total Budget	\$5,870,823	\$5,568,077	\$8,676,253



It is almost exactly as last year. The budget is based on approved contracts not on a forecast. All available funding was not programmed leaving a balance of \$3,119,532. Several fund sources allow for carryover to the following fiscal year. The only area that

is considered a projection is the collection of Annual Dues and allows for less than 100% participation. The 2012 annual dues are calculated at same level (\$.605) as 2011. Dues have been at level funding for the previous three years. The dues income has increased due to increased population (7.5%) based on the 2010 census.

Dues Available (at 100% participation)	\$ 668,587
Dues Programmed for Match	\$ 317,916
Dues Programmed for Debt Service	<u>\$ 180,000</u>
Net Unreserved Fund Balance	\$ 170,671

There will be additional funds based on contracts for redistricting projects. State Technical Assistance is reduced because the legislature determined a different formula allocation whereby all 12 regional councils receive equal amounts. The previous allocation was based on population. Another change in Technical Assistance is not allowing these funds to be used for salaries. In this budget, the Technical Assistance will be used as a match for the Direct expenses under the FHWA PL expenses.

Discussion was held concerning distribution of dues based on the most recent decennial population.

Mayor Brewer moved and Mr. Laney seconded to approve the FY2012 budget as presented. Motion passed on a voice vote.

Mr. Tillman presented the following agreements for approval.

Alabama Department of Transportation Agreement for Building Communities Program
STPBH-PE12 Project, Building Communities Program at various locations in Jefferson and Shelby Counties. Estimated total funds are \$525,000 federal, \$131,250 local for a total of \$656,250.

Alabama Department of Transportation Agreement for Rideshare Program
STPBH- Project, the Birmingham Area Rideshare Program. Estimated total funds are \$1,200,000 federal, local match not required for a total of \$1,200,000. The program operates the outreach and implementation of the CommuteSmart program.

Alabama Department of Transportation Agreement for Transportation Systems Monitoring for Congestion Management Systems

STPBH-PE12, Transportation Systems Monitoring for Congestion Management Systems (CMS). Estimated total funds are \$200,000 federal, \$50,000 local for a total of \$250,000. This agreement funds an agreement with UAB to perform the full scope of work.

Alabama Department of Transportation Agreement for Birmingham Ozone Non-Attainment Area

CMAQ-PE12, Ozone Awareness Program in the Birmingham Non-attainment Area Jefferson and Shelby Counties. Estimated total funds are \$1,500,000 federal, local match not required for a total of \$1,500,000. This agreement funds the Alabama Partners for Clean Air.

Mr. Hamilton moved and Mr. Byram seconded to approve the agreements as presented. Motion passed on a voice vote.

Coordinated Human Services Transportation Plan

Mr. Tillman presented the plan. All six counties of the RPCGB region are included and key elements of the plan include:

- Goals and Standards
- Inventory of Public Transportation Providers
- Demographic Analyses
- Public Involvement
- Activity Centers
- Identification of Transportation Needs and Barriers
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Commissioner Pitts moved and Mayor Brewer seconded to approve the Plan as presented. Motion passed on a voice vote.

Heart of Alabama Rural Planning Organization Planning Work Program

Ms. Crowe presented the FY2012 Planning Work Program. This Program fulfills the RPCGB's agreement with the Alabama Department of Transportation for RPCGB to continue the rural / non-rural consultation processes in Blount, Chilton, St. Clair and Walker counties.

Commissioner Pitts moved and Mayor Brewer seconded to approve the work program as presented. Motion passed on a voice vote.

OTHER

The Board agreed that the Finance Committee would act as the Building Search Committee. Meetings for August were announced.

Mr. Chuck Carver, Economic and Community Development Director, Alabama Lt. Governor's Office discussed various programs and initiatives under the Lt. Governor's office.

There being no further business, the meeting adjourned at 11:46 a.m.



Honorable Theoangelo Perkins, Secretary

8/17/11

Date