

# Regional Planning Commission of Greater Birmingham



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

## **Proposed Budget Fiscal Year 2011**

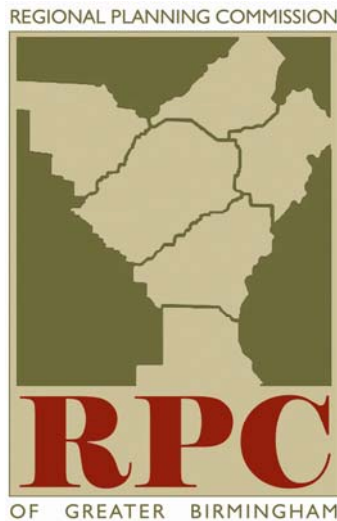
(October 1, 2010 - September 30, 2011)



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### Mission

*To serve as a catalyst for regional leadership, cooperation and sustainability in Blount, Chilton, Jefferson, Shelby, St. Clair and Walker counties of Central Alabama*

### Vision

The members of the Regional Planning Commission of Greater Birmingham will benefit from professional, innovative and high quality resources. Using our expertise, the Regional Planning Commission of Greater Birmingham 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.

### 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 the natural, social and built environments.

## **2010 Regional Planning Commission of Greater Birmingham**

### **Officers and Board of Directors**

Honorable Valerie Abbott, City of Birmingham, Chairman  
Honorable Waymon Pitts, Blount County Commission, Vice -Chairman  
Honorable Bettye Fine Collins, Jefferson County Commission, Secretary  
Mr. Tom Barnett, City of Birmingham, Treasurer

Honorable Stanley Batemon, St. Clair County Commission  
Honorable Delor Baumann, City of Hueytown  
Honorable William Bell, City of Birmingham  
Honorable Doug Brewer, City of Graysville  
Honorable Jim Carns, Jefferson County Commission  
Honorable Wayne Gross, Town of Parrish  
Mr. Ray Hamilton, Town of Vincent  
Honorable Bruce Hamrick, Walker county Commission  
Honorable Robbie Hayes, Shelby County Commission  
Honorable Thomas Henderson, City of Center Point  
Ms. Vanessa Hendricks, Chilton County Commission  
Honorable William Hereford, City of Pell City  
Mr. Reginald Holloway, Shelby County Commission  
Honorable Bobby Humphryes, Jefferson County Commission  
Mr. Chester Jolly, City of Warrior  
Mr. Devon Laney, City of Birmingham  
Honorable Tim Mims, Chilton County Commission  
Honorable Theoangelo Perkins, Town of Harpersville  
Honorable Gary Richardson, City of Midfield  
Ms. Eunice Rogers, City of Birmingham  
Honorable David Standridge, Blount County Commission  
Mr. Tim Westhoven, City of Hoover

### **2011 Budget Development Staff**

Mr. Charles Ball, Executive Director  
Mr. Ray Morris, Deputy Executive Director  
Mr. William R. Foisy, Director of Planning  
Mr. Brian O'Dell, Director of Administration  
Mr. Scott Tillman, Director of Operations

# RPC REGIONAL PROFILE

Prepared by the Regional Planning Commission of Greater Birmingham



## REGIONAL PLANNING COMMISSION OF GREATER BIRMINGHAM



Sources include the Alabama Dept. of Industrial Relations, the U.S. Bureau of Labor Statistics, the U.S. Bureau of the Census, Nielsen-Claritas, & the RPC of Greater Birmingham.

### 2009 HOUSING CHARACTERISTICS

	NUMBER	PERCENT
TOTAL HOUSING UNITS	490,977	
OCCUPIED UNITS	437,608	89.13
OWNER-OCCP. UNITS	319,730	73.06
RENTER-OCCP. UNITS	117,878	26.94
VACANT UNITS	53,369	10.87
FAMILY HOUSEHOLDS	305,844	69.89
NON-FAMILY HHLS	131,764	30.11
MEDIAN HOUSING VALUE	\$128,989	
PER CAPITA INCOME	\$26,195	
MEDIAN HOUSEHOLD INCOME	\$47,423	

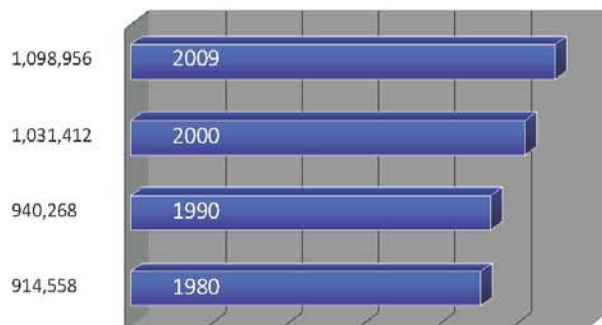
### 2009 DEMOGRAPHIC CHARACTERISTICS

	NUMBER	PERCENT
TOTAL POPULATION	1,098,956	
MALE	529,898	48.22
FEMALE	569,067	51.78
18 YRS AND OVER	830,808	75.60
65 YRS AND OVER	143,967	13.10
MEDIAN AGE	37.60	
WHITE	746,113	67.89
BLACK	311,462	28.34
OTHER	41,390	3.77
HISPANIC ORIGIN	35,797	3.26

### 2009 OCCUPATIONAL CHARACTERISTICS

	NUMBER	PERCENT
MANAGEMENT, BUSINESS, AND FINANCIAL OPERATIONS	69,398	13.74
PROFESSIONAL AND RELATED OCCUPATIONS	101,621	20.12
SERVICE	62,023	12.28
SALES AND OFFICE	147,836	29.27
FARMING, FISHING, AND FORESTRY	1,717	0.34
CONSTRUCTION, EXTRACTION, AND MAINTENANCE	54,599	10.81
PRODUCTION, TRANSPORTATION, AND MATERIAL MOVING	67,832	13.43

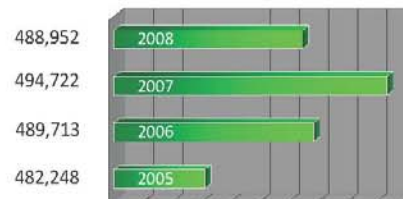
### REGIONAL POPULATION CHANGE, 1980 - 2009



### 2009 EMPLOYMENT CHARACTERISTICS

	NUMBER
LABOR FORCE	505,077
EMPLOYMENT	457,972
UNEMPLOYMENT	47,105
UNEMPLOYMENT RATE	9.3

### REGIONAL EMPLOYMENT CHANGE, 2005 - 2008

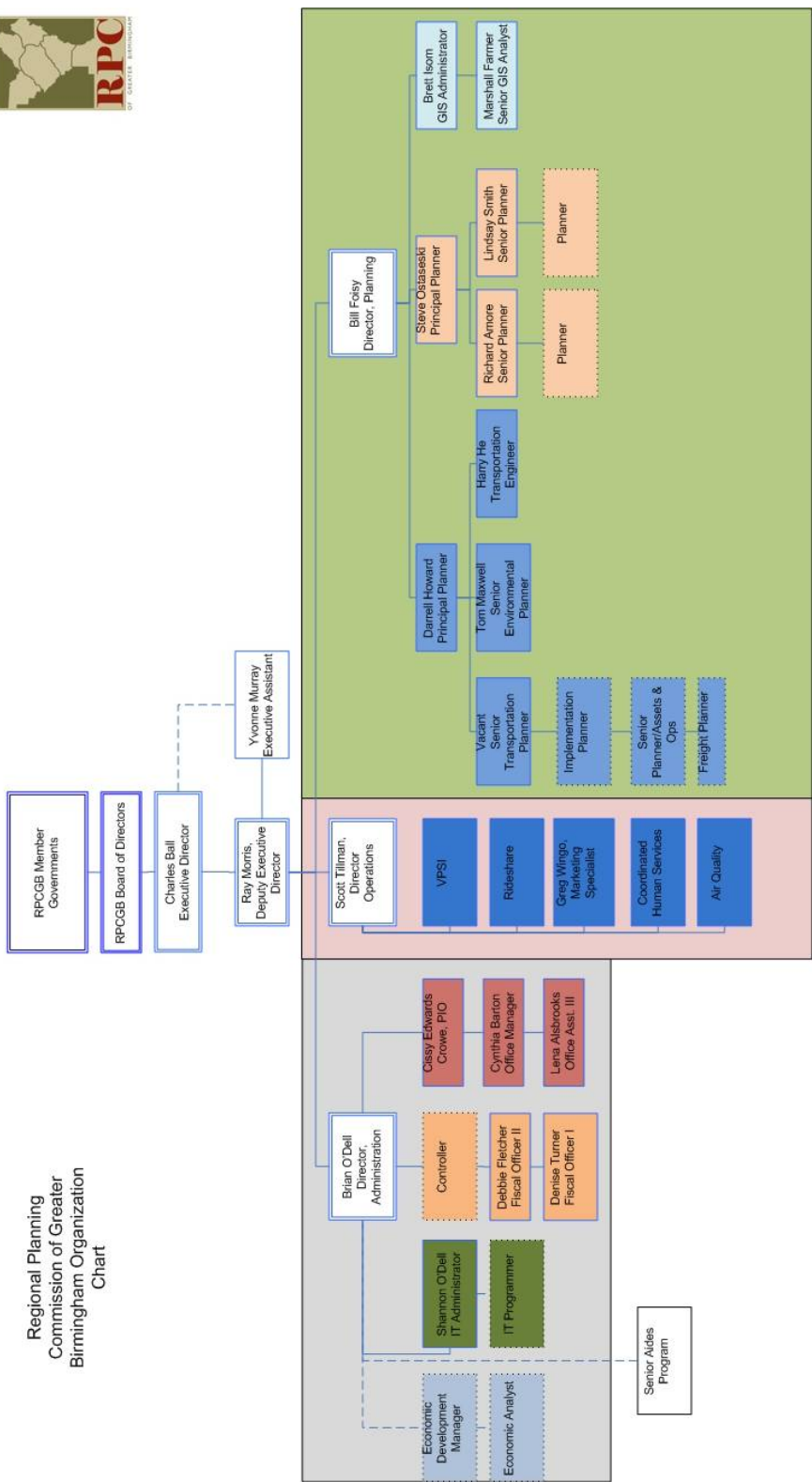




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# ORGANIZATIONAL CHART



Current as of 10MAR09

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## **POLICY STATEMENT**

### **The History**

The Regional Planning Commission of Greater Birmingham (RPCGB) was established in 1963 as a service agency to assist local governments in planning activities. Today, the RPCGB district includes the counties of Blount, Chilton, Jefferson, Shelby, St. Clair and Walker. In 1969, the Alabama Legislature authorized the creation of Regional Councils. RPCGB is one of 12 regional councils in the state of Alabama. The RPCGB region includes the largest metropolitan statistical area (MSA) with a total population over 1.1 million people.

### **The Mission**

RPCGB's mission is to serve as a catalyst for regional leadership, cooperation, and sustainability in Blount, Chilton, Jefferson, Shelby, St. Clair and Walker Counties. The 90 member governments of the Regional Planning Commission of Greater Birmingham benefit from professional, innovative and high quality resources. Using our expertise, the RPCGB 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. RPCGB is dedicated to the betterment of our members, partners, and communities and is committed to collaboration and mutual respect. RPCGB upholds the diversity and identity of the natural, social, and built environments.

### **The Services**

The activities of the RPCGB benefit local governments in the region in several ways. In many instances, the activities of the RPCGB are prerequisite to the eligibility for federal project construction funds for local governments. Although not an exclusive benefit to any one government, these certification activities are considered a major responsibility of the RPCGB. These activities result in substantial benefits to the region and help assure eligibility for public and private funding when member governments need financial assistance for projects such as transportation, economic, and community development.

Funds contributed by member governments are matched with various federal and state grants which enable the RPCGB to undertake planning services. Many of these services are provided as part of the overall operations of the RPCGB staff, while others are provided on a contract for fee basis negotiated to benefit RPCGB member governments.

### **The Strategic Plan**

In May 2007, the RPCGB began a strategic planning process to identify the organization's future course. This may seem like a natural and appropriate business

decision; however, RPCGB's position in 2006 weighed significantly on the context and milestones that were achieved prior to engaging in the planning process.

In 2006, the prior RPCGB executive director left after ten years. Unfortunately, the organization also experienced financial difficulties and a "crisis" of member confidence. The Board of Directors assumed the management role and appointed Mr. Bill Foisy as Interim Executive Director. With the Board's oversight, Mr. Foisy's leadership and the staff's dedication, the RPCGB regained member confidence and achieved financial stability. In December 2006, Mr. Charles Ball was hired as the Executive Director. He secured grant funding and began planning RPCGB's future rather than dwelling on difficult past issues.

Guidant Consulting, Inc. was awarded a contract to assist the RPCGB in developing a strategic plan. From June through August 2007, internal and external data gathering tools from personal interviews to internet based surveys captured member, board and staff insights. This data was summarized and prioritized by a follow-up electronic ranking process again distributed to members, board and staff for input. A planning day was held on September 11, 2007, to review and revise RPCGB's mission, vision and values to ensure that the plan goals and objectives were in line with the overall core beliefs of the organization. The planning day concluded with a Strategic Planning Committee being formed to lead and facilitate the remaining process.

The recommendations were sorted into larger categories (Revenue, Administrative, Service, Communications, Personnel and Governance) and then distributed to the members, staff and board to prioritize. The objective was to identify the top goals to be RPCGB's focus for the next five years with no more than two primary goals. The Strategic Planning Committee met several times and progressively reviewed, discussed and developed the following draft plan. In this document, "member" refers to an RPCGB government member and "director" refers to the Board of Directors.

The following goals were adopted:

#### Revenue Goals:

- RPCGB will sustain a 96% annual member retention and dues collections rate through June 2013.
- RPCGB will broaden grant funding resources and increase grant funding by 2% annually through June 2013 to diversify revenue base.
- RPCGB will increase programmatic and service income by 5% annually for personnel and staff expenses through June 2013 to diversify revenue base.
- RPCGB will have six (6) months of operating revenue or \$500,000 in a reserve fund by June 2013. Eliminate RPC's operating deficit by June 2011.

#### Administrative Goals:

- Review and implement recommendations to enhance RPCGB's project management system by June 2009.

- A comprehensive technology evaluation will be conducted to assess RPCGB's hardware, software and data management needs by June 2009.
- Evaluate use/functionality of current office space and building by 2013.

Service Goal:

- RPCGB will be the primary resource for member services by June 2013.

Communication Goal:

- Provide communications and resources to increase member awareness of RPCGB services, state and national trends, and best practices.

Personnel Goal:

- Enhance staff development, communications and morale.

Governance Goal:

- Review and revise the RPCGB bylaws.

### **Annual Budget Planning and Development Process**

The primary objective of the annual budget process is to identify goals and objectives and allocate resources accordingly. RPCGB's budget is developed based on generally accepted accounting principles (GAAP) for the governmental fund types. Operating revenue and expenses are budgeted on an accrual basis which is the same for audited financial statements. Budget performance is monitored and controlled monthly throughout the year by the RPCGB Finance Committee. The Committee reports to the Board of Directors at each Board meeting.

The budget identifies the work program for transportation and community planning. Due to timing factors and negotiations with third-party contractors, projects are carried forward from the previous fiscal year. The budget process relies on allocations from federal and state grants which customarily require a match. The allocations are leveraged with member government dues and services to meet match requirement.

The budget undergoes budget modifications during the fiscal year as funding comes available and new agreements are entered into between RPCGB and other entities. These modifications are reviewed by the Program Budget Committee and sent to the Board of Directors for approval.

Preparation of the RPCGB budget process begins in May with RPCGB management reviewing documentation received from federal and state agencies identifying the level of funding available. A review of historical and year-to-date actuals and projections are analyzed. A detailed work program is established allocating man months for each assigned staff member. Total salaries, fringe and indirect expenses are calculated and third party contracts are estimated.

As noted in the Strategic Plan, a long term debt was incurred in 2006 of \$1.2 million. The budget allows for annual servicing of this debt which is due to end 2016.

In July a rough draft is presented at a combined meeting of the RPCGB Finance Committee and Program Budget Committee. The Committees' comments and recommendations are incorporated into a final draft that is presented to the combined Committees in August. Based on the combined committee recommendation the budget is presented to the Board of Directors for adoption in August.

Adoption of the budget in August allows the Finance Department to set up reporting parameters to begin monthly financial reporting for the Finance Committee as soon as the new fiscal year begins.

### **Capital Expenditures**

The RPCGB definition of "capital expenditures" is acquisition of fixed assets.

### **Staffing**

The RPCGB administers an at-will personnel structure utilizing regular and contract positions to meet service demands and respond to new funding opportunities and challenges.

### **Financial Policies**

**Balanced Budget:** RPCGB operates with a balanced budget which occurs when total receipts equal to total outlays for a fiscal year.

**Revenue Diversification:** RPCGB seeks diverse sources of income and applies this income to leverage maximum federal and state funding, primarily through long-term grant agreements.

**Fees and Charges:** RPCGB sets and maintains fees and charges for services. The fees and charges are periodically reviewed to ensure they cover the cost of the service provided.

**Use of One-Time Revenues:** RPCGB discourages the use of one-time revenues for operating expenses. However, due to the nature of RPCGB's funding sources this may not always be possible. When one-time revenues such as single-purpose grants are used every effort is made to match the available funding with the appropriate outlay whether it is operating or capital usage. In the event that it becomes necessary for one-time revenues to be used for on-going operations, documentation substantiating the reason will be presented to the Board of Directors for approval.

**Debt Capacity:** RPCGB Board of Directors approved a \$500,000 line of credit. The line of credit can be accessed at the discretion of the Executive Director for the specific use of temporary cash flow due to slow reimbursements. All other debt for operational

activities is discouraged. However, in future years it may become necessary for the RPCGB to review this policy due to the pending building-lease expiration in May 2013. Additionally, there may be opportunities for the RPCGB to take advantage of debt financing in order to leverage federal funding for economic development activities such as the creation of a Revolving Loan Fund through the USDA. Both of these actions would require Board approval.

**Reserve:** RPCGB intends to establish a three (3) month reserve in order to protect against the need to reduce services and increase fees due to temporary shortfalls or one-time unexpected expenditures. The goal of RPCGB is to have this reserve in place as soon as possible, however due to the reimbursement nature of the Commission operations, this may not be feasible until the notes payable issued in 2006 are repaid.

**Operating/Expenditure Accountability:** RPCGB prepares monthly financial reports comparing actual expenditures to the budget and provides this information to the Finance Committee and Board of Directors.

**Long Term:** The financial planning process foundation is based on seeking diverse sources of income and applying this income to leverage federal and state funding recognizing that this is paramount to sustainability. Transparency is maintained by immediately sharing opportunities and problems with RPCGB's Committees and Board of Directors. RPCGB's Committee and Board members provide an avenue for using their expertise and arms length observations to recognize deficiencies and working together to become stronger. RPCGB believes that the budget is a living document and flexibility is important when expectations are not met and shortfalls are encountered.



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## BUDGET HIGHLIGHTS

### 2010-2011 Funding

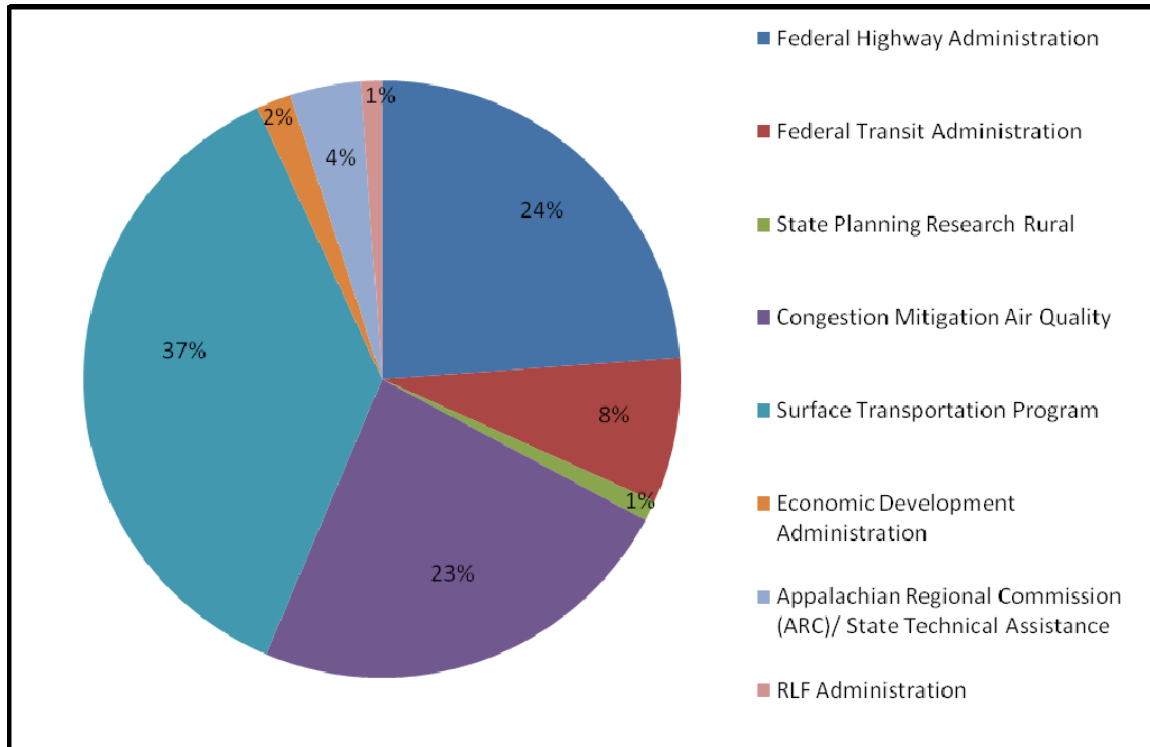
The total Commission Fiscal Year 2011 budget is \$5,632,741, slightly down from \$5,870,823 million from the Fiscal Year 2010 budget. The FY2011 budget was officially adopted by the RPCGB Board of Directors August 18, 2010.

The budget is predominantly federally funded for transportation, economic development and community development programs which is provided by the Federal Highway Administration (FHWA), Federal Transit Authority (FTA), Congestion Mitigation Air Quality (CMAQ), State Planning Research (SPR) Rural, Surface Transportation Program (STP), Economic Development Administration (EDA) and the Appalachian Regional Commission (ARC). Other funding sources include member government annual dues, Alabama Technical Assistance and contractual services.

The following describes major funding sources.

- The **Federal Highway Administration (FHWA)** funds are budgeted at \$1,344,091 and will be used to provide staffing for technical support and coordination of the Birmingham Metropolitan Planning Organization (MPO) efforts and selected contracts.
- The **Federal Transit Authority (FTA)** funds are budgeted at \$442,350 will be used to fund the U.S. 280 Corridor Alternative Analysis, I-65/U.S. 31 Corridor Alternative Analysis and Environmental Documentation, U.S. 11/Bessemer Super Highway Alternative Analysis. The funds will support the Coordinated Human Service planning efforts for improving mobility and access for disadvantaged individuals.
- The **Congestion Mitigation Air Quality (CMAQ)** funds are budgeted at \$1,325,000 and provides for the Air Quality program which operates in the RPCGB's urban area to achieve and maintain compliance with national air quality standards.
- The **Surface Transportation Program (STP)** funds are budgeted at \$2,072,500 and provides for the Rideshare/CommuteSmart Program and the Building Communities Program.
- The **State Planning Research (SPR) Rural** funds are budgeted at \$62,500 and will be used to continue the transportation consultation process to RPCGB's four rural counties, Blount, Chilton, St. Clair and Walker.
- The **Economic Development Administration (EDA)** funds are budgeted at \$106,000 and will be used to fund support of the Comprehensive Economic Development Strategy (CEDS).

- The **Appalachian Regional Commission (ARC)/ State Technical Assistance (TA)** funds are budgeted at \$215,300 will be used to fund assistance with technical information.



## PERSONNEL SUMMARY

RPCGB endeavors to maintain an environment of respect and fairness for its employees and to encourage their input regarding work related matters and strives to maintain the operational, ethical, and financial integrity of the organization.

The FY2011 budget does not include any increase in personnel.

<b>Departments</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>
Administration	10	10	10
Operations	2	7	7
Planning	10	10	10
<b>TOTAL EMPLOYEES</b>	22	27	27

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## FINANCIAL SUMMARIES

### Fund/Grant Source Based Budget

**Table 1, Revenues and Expenses by Fund Source**, identifies 14 revenue/fund sources with the match requirements, including RPC dues and other sources of match.

1. The first column is a summation of all funding sources available to the RPC for FY 2011. These total \$5.6 million. This is down slightly from the \$5.8 million included in the final FY 2010 budget, revised May, 2010. The funding sources are predominantly the same in FY 2011 as in FY 2010, with the major difference being that upon the recommendation of the finance committee the dues for FY 2011 be frozen at 2010 levels. In addition no local assistance programs are currently contracted for FY 2011 therefore that program has been dropped from the budget at this time, but will most likely be added back at some point in a budget modification.
2. Subsequent columns detail total expenses for salaries, fringe and indirect; direct costs and contracts. Total FY 2011 budgeted expenses are \$4.9 million, nearly equal to the \$4.9 million budgeted in FY 2010. Contract expenses will be slightly more in FY 2011 under the FHWA PL and CMAQ Air Quality Programs.
3. The remaining columns represent the total amount of match used to leverage the revenue sources. Types of match include RPC dues, donated/in-kind match, and cash match provided by RPC partners and the State of Alabama.

**Comparison of FY2009, FY2010 and FY2011 Budget**

	<b>2009</b>	<b>2010</b>	<b>2011</b>
Federal Highway Administration	\$1,384,938	\$1,311,409	\$1,344,091
Federal Transit Administration	258,000	\$464,517	\$442,350
State Planning Research Rural	\$62,500	\$62,500	\$62,500
Congestion Mitigation Air Quality	\$1,400,000	\$1,320,000	\$1,325,000
Surface Transportation Program	\$2,805,000	\$2,269,100	\$2,072,500
Economic Development Administration	\$106,000	\$106,000	\$106,000
Appalachian Regional Commission (ARC)/ State Technical Assistance	\$247,420	\$224,000	\$215,300
Local Assistance	\$87,500	48,297	\$0
RLF Administration	\$60,000	65,000	65,000
AL Dept of Senior Services	\$196,002	\$0	\$0
Senior Service America Inc.	\$549,822	\$0	\$0
Senior Aide Agency Contracts	\$106,458	\$0	\$0
<b>Total Budget</b>	<b>\$7,263,640</b>	<b>\$5,870,823</b>	<b>\$5,632,741</b>

### **RPCGB Dues (Fund Balance)**

In summary, the 2011 budget programs RPCGB member government dues as follows:

Dues Available:	\$631,762
Dues Programmed for Match:	\$300,273
Dues Programmed for Debt Service:	<u>\$180,000</u>
Net Unreserved Fund Balance	\$151,489

The dues available for FY 2011 reflect the recommendation that the dues be frozen at the FY 2010 levels. The dues rate remains at \$.605 per capita.

A net unreserved fund balance will help soften the impact of potential funding challenges such as federal rescissions, particularly in regard to the multi-year federal transportation funding bill, SAFETEA-LU. In addition, dues will be needed when 100 percent federal funding for programs such as air quality planning is no longer available which may occur sometime during FY 2011.

### **Indirect (Administrative) Expenses**

**Table 2, Indirect (Administrative) Expenses**, documents the administrative expenses used to calculate the indirect rate. The FY 2011 budget has been prepared in accordance with actual expenses through June 30, 2010 projected for the remainder of FY 2010 as well as other anticipated costs during FY 2011. The FY 2011 net administrative expenses of \$500,000 are the same as in FY 2010.

### **Indirect (Administrative) and Fringe Cost Calculation**

**The indirect (administrative) and fringe cost rates are calculated in Table 3.** This rate is important in that it is used on invoicing for reimbursement of administrative expenses. Both the indirect and fringe rates are percentages charged against staff salaries that are attributable directly to programs/funding sources (typically referred to as direct salaries). This percentage is charged against each program to generate two pools of funds. The first pool is used to cover fringe costs such as leave, health insurance, and retirement benefits. The second pool is used to cover indirect/administrative costs, which includes some staff salaries and overhead expenses. The FY 2010 budgeted fringe rate of 46.61% is consistent with the budgeted rate of 44.79% for FY 2010. It should be noted that the fringe rate does include increases in the factor rates charged by the Retirement Systems of Alabama (20%) as well as an increase (10%) in estimated health insurance costs by the State Employees Insurance Board.

### **Financial Reporting and Cash Flow**

Financial reporting has been consistent with the fund source based budget and is being provided monthly to the Finance Committee and the RPC Board. The monthly Statement of Net Assets tracks the ability of total current assets (cash and receivables) to meet total current liabilities.



## **Personnel**

No additional personnel are planned during FY 2011.

## **Supporting Information**

Supporting tables and documentation are included in **Table 4** (U.S. Department of Transportation Funded Programs) and **Table 5** (Community Planning Programs).

The following supporting information is included for each funding source:

- Assigned staff member.
- Number of months programmed for each assigned staff member.
- Project manager.
- Total salaries, fringe and indirect expenses.
- Direct and contract expenses.
- Federal and local share available and programmed.
- Notes with budget assumptions.

Table 1

**FY 2011 RPC Budget Summary  
Revenues and Expenses by Fund Source**

[b]		[c]					[a]				
Revenue/Fund Sources	Total Revenue Available	Expenses			Total Expenses	Match %	Expenses Without Match	RPC Dues	Other Match		Balance Available
		Salaries/Fringe/ Indirect	Direct Costs	Contracts					Amount	Type	
FHWA PL	\$ 1,344,091	\$ 931,126	\$ 111,000	\$ 295,000	\$ 1,337,126	0.20	\$1,069,701	\$242,425	\$25,000		6,965
FTA 5309 - U.S. 280	\$ 13,750	\$ 10,990	\$ 250	\$ -	\$ 11,240	0.20	\$8,992	\$0	\$2,248	Donated	2,510
FTA 5309 - I-65	\$ 18,750	\$ 16,486	\$ -	\$ -	\$ 16,486	0.20	\$13,188	\$0	\$3,297	Donated	2,264
FTA 5309 - US11/Bessemer	\$ 212,500	\$ 110,155	\$ 2,500	\$ -	\$ 112,655	0.20	\$90,124	\$0	\$22,531	Donated	99,845
SPR Rural	\$ 62,500	\$ 54,022	\$ 2,000	\$ -	\$ 56,022	0.20	\$44,818	\$11,204	\$0		6,478
STP Rideshare	\$ 1,200,000	\$ 531,752	\$ 239,000	\$ 400,000	\$ 1,170,752	0.00	\$1,170,752	\$0	\$0		29,248
STP Building Comm.	\$ 722,500	\$ 266,584	\$ -	\$ 100,000	\$ 366,584	0.20	\$293,267	\$26,658	\$46,658	Cash	355,916
CMAQ Air Quality	\$ 1,325,000	\$ 140,403	\$ 10,000	\$ 1,000,000	\$ 1,150,403	0.20	\$920,322	\$0	\$0		174,597
STP Congestion Management	\$ 150,000	\$ -	\$ -	\$ 150,000	\$ 150,000	0.20	\$120,000	\$0	\$30,000		
FTA 5316/5317	\$ 78,600	\$ 65,694	\$ 250	\$ -	\$ 65,944	0.00	\$65,944	\$0	\$0		12,656
FTA 5310	\$ 118,750	\$ 99,673	\$ 250	\$ -	\$ 99,923	0.20	\$79,939	\$19,985	\$0		18,827
EDA	\$ 106,000	\$ 99,064	\$ 3,900	\$ -	\$ 102,964	0.50	\$51,482	\$0	\$53,000	Cash	3,036
ARC/STATE TA	\$ 215,300	\$ 202,026	\$ 6,000	\$ -	\$ 208,026	0.50	\$104,013	\$0	\$104,013	Cash	7,274
RLF administration	\$ 65,000	\$ 64,669	\$ -	\$ -	\$ 64,669	0.00	\$64,669	\$0	\$0		331
0	\$ -	\$ -	\$ -	\$ -	\$ -	0.00	\$0	\$0	\$0		-
0	\$ -	\$ -	\$ -	\$ -	\$ -	0.00	\$0	\$0	\$0		-
0	\$ -	\$ -	\$ -	\$ -	\$ -	0.00	\$0	\$0	\$0		-
Total	\$ 5,632,741	\$ 2,592,844	\$ 375,150	\$ 1,945,000	\$ 4,912,794	0.00	\$ 4,097,211	\$ 300,273	\$ 286,748		719,947

[a] - Balance available for carryforward to FY2010 equals total revenue available [b] less total programmed expenses [c]

Dues Available (at 100% participation)	\$ 631,762
Dues Programmed for Match	\$ 300,273
Dues Programmed for Debt Service	\$ 180,000
<b>Net Unreserved Fund Balance</b>	<b>\$ 151,489</b>

TABLE 2

## INDIRECT (ADMINISTRATIVE) EXPENSES

Accounting Code		Budgeted FY 2010	Budgeted FY 2011
<b>Staff Development</b>			
5210	Organizational Dues	\$ 14,000	\$ 14,000
5221	Subscriptions	\$ 500	\$ 500
5222	Books, Educational Manuals, and Training/Teaching Aides	\$ 500	\$ 500
5230	Training	\$ 1,000	\$ 1,000
5241	Meetings	\$ 6,000	\$ 6,000
5242	Conferences	\$ 14,000	\$ 14,000
5250	Educational Reimbursement	\$ 8,000	\$ 8,000
5261	Staff Development Travel - In State	\$ 1,000	\$ 1,000
5262	Staff Development Travel - Out of State	\$ 1,000	\$ 1,000
5270	Meals	\$ 1,000	\$ 1,000
5280	Lodging	\$ 3,500	\$ 3,500
5299	Other Staff Development		
	<b>Total Staff Development</b>	<b>\$50,500</b>	<b>\$50,500</b>
<b>Repair, Maintenance &amp; Utilities</b>			
5310	Building, Maintenance & Repairs	\$ 3,000	\$ 3,000
5320	Grounds Maintenance & Repairs		
5331	Vehicle - Gas and Oil	\$ 7,500	\$ 7,500
5332	Vehicle - Insurance		
5340	Vehicle - Repairs	\$ 1,000	\$ 1,000
5350	Office Equipment Repairs		
5351	Maintenance Contracts - Equipment	\$ 7,000	\$ 7,000
5381	Communication - Basic Telephone	\$ 25,000	\$ 25,000
5382	Communication - Cellular Telephone	\$ 3,000	\$ 3,000
5383	Communications - Beepers		
5384	Communications - Long Distance		
5389	Communications - Other		
5360	Depreciation		
5399	Other Maintenance and Repair		
	<b>Total Repair, Maintenance &amp; Utilities</b>	<b>\$46,500</b>	<b>\$46,500</b>
	<b>Less Depreciation</b>		
	<b>Total Repair, Maintenance &amp; Utilities</b>	<b>\$46,500</b>	<b>\$46,500</b>
<b>Contractual Services</b>			
5400	Accounting and Auditing	\$ 20,000	\$ 20,000
5420	Advertising	\$ 7,000	\$ 7,000
5425	Awards and Plaques		
5427	Bank Charges	\$ 500	\$ 500
5430	Clerical - Outsourced		
5440	Consultants	\$ 26,000	\$ 26,000
5445	Contracts		
5450	Engineering Services		
5455	Grants Issued		
5461	Insurance - Liability	\$ 9,000	\$ 9,000
5462	Insurance-Bonding		
5463	Insurance-Misc.		
5480	Legal	\$ 10,000	\$ 10,000
5500	Payment for Retirees	\$ 15,000	\$ 15,000
5510	Payroll Processing	\$ 3,000	\$ 3,000
5520	Printing and Publications	\$ 3,000	\$ 3,000
5530	Public Outreach and Education		
5541	Rents & Leases - Equipment	\$ 5,000	\$ 5,000
5542	Rents & Leases - Vehicles	\$ 25,000	\$ 25,000
5543	Rents & Leases - Buildings	\$ 225,000	\$ 225,000
5548	Sponsorship Contributions		
5551	Technology Services - Hardware	\$ 7,000	\$ 7,000
5552	Technology Services - Software	\$ 10,000	\$ 10,000
5553	Technology Services - Internet		
5554	Maintenance Contract - IT	\$ 5,000	\$ 5,000
5590	Other Professional Services	\$ 500	\$ 500
5599	Other Contractual Services		
	<b>Total Contractual Services</b>	<b>\$ 371,000</b>	<b>\$ 371,000</b>
<b>Commodities</b>			
5610	Library Supplies		
5620	Minor Equipment	\$ 1,500	\$ 1,500
5630	Office Supplies	\$ 18,000	\$ 18,000
5631	Office Supplies - Paper		
5632	Office Supplies - Toner		
5640	Postage and Shipping	\$ 14,000	\$ 14,000
5650	Copier Expense	\$ 12,000	\$ 12,000
5660	Computer Software		
5671	Other Travel - In State	\$ 4,500	\$ 4,500
5672	Other Travel - Out of State	\$ 5,000	\$ 5,000
5699	Other Supplies	\$ 1,000	\$ 1,000
	<b>Total Commodities</b>	<b>\$56,000</b>	<b>\$56,000</b>
	<b>Total Expenses</b>	<b>\$524,000</b>	<b>\$524,000</b>
	<b>Less Depreciation</b>		
	<b>Less Rental Income</b>	<b>\$ 24,000</b>	<b>\$ 24,000</b>
	<b>Net Indirect Expenses</b>	<b>\$500,000</b>	<b>\$500,000</b>

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**Table 3**  
**FY 2011**  
**INDIRECT (ADMINISTRATIVE) & FRINGE COST CALCULATION**

**STATEMENT OF FRINGE BENEFIT RATE** **0.4661**

Release Time (Agency Totals):			
Vacation Leave	\$	85,893	
Sick Leave	\$	77,937	
Holidays	\$	97,421	
Other Leave	\$	<u>10,000</u>	
Total Release Time			\$271,252
Benefits Paid			
Matching FICA	\$	129,181	
Health Insurance	\$	230,164	
Retirement	\$	135,564	
Life	\$	6,858	
Unemployment	\$	5,000	
Workman's Comp	\$	<u>9,000</u>	
Total Benefits Paid			<u>\$515,767</u>
Total Release Time and Benefits			\$787,019
Fringe Benefit Rate			
Total Release & Benefits		\$787,019	/
Total Agency Salaries		\$ 1,688,638.08	= <b>0.4661</b>

**INDIRECT SALARIES & FRINGE**

Total Indirect Salaries	\$	394,478.84	\$394,479
Fringe Benefits	x	<u>0.4661</u>	<u>\$183,854</u>
		\$183,854	
Total Indirect Personnel Costs			<b>\$578,332</b>

**INDIRECT EXPENSES**

Staff Development	\$50,500	
Repair, Maintenance, & Utilities	\$46,500	
Contractual Services	\$371,000	
Commodities	<u>\$56,000</u>	less rental income
Total Indirect Expenses	<b>\$500,000</b>	

**INDIRECT ALLOCATION RATE**

Indirect Personnel Costs	\$578,332	
Indirect Expenses	\$500,000	
Total Indirect Expenses	<b>\$1,078,332</b>	
Direct Salaries	\$ 1,032,907.17	x 0.4661
Fringe Benefits	<u>\$481,404</u>	
Total Direct Salaries & Fringe	\$1,514,311	
Total Indirect Expenses	\$1,078,332	/
Direct Salaries/Fringe	\$1,514,311	= <b>0.7121</b>

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U.S. DEPARTMENT OF TRANSPORTATION FUNDED PROGRAMS FY 2011																
Program	FHWA PL	FTA 5209 - U.S. 230		FTA 5203 - I-95		FTA 5209 - IST/Business		SFR Rural		STP Roadway		STP Rdding Comm.		CMAQ Air Quality	STP Congestion Management	FTA 5203
		AMT	Total	AMT	Total	AMT	Total	AMT	Total	AMT	Total	AMT	Total			
<b>Programs</b> 1.0 Administration 2.0 Planning 3.0 Intermodal 4.0 Public Involvement 5.0 Safety 6.0 Environmental 7.0 Planning 8.0 Transportation 9.0 Transportation 10.0 Transportation 11.0 Transportation 12.0 Transportation 13.0 Transportation 14.0 Transportation 15.0 Transportation	1.00	PM 10.3.0	3.00		0.00		3.00		0.00		0.00		1.00		1.00	
	2.00	PM 11.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	3.00	PM 12.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	4.00	PM 13.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	5.00	PM 14.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	6.00	PM 15.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	7.00	PM 16.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	8.00	PM 17.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	9.00	PM 18.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	10.00	PM 19.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	11.00	PM 20.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	12.00	PM 21.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	13.00	PM 22.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	14.00	PM 23.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	15.00	PM 24.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
<b>Programs</b> 16.0 Transportation 17.0 Transportation 18.0 Transportation 19.0 Transportation 20.0 Transportation 21.0 Transportation 22.0 Transportation 23.0 Transportation 24.0 Transportation 25.0 Transportation 26.0 Transportation 27.0 Transportation 28.0 Transportation 29.0 Transportation 30.0 Transportation	16.00	PM 25.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	17.00	PM 26.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	18.00	PM 27.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	19.00	PM 28.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	20.00	PM 29.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	21.00	PM 30.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	22.00	PM 31.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	23.00	PM 32.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	24.00	PM 33.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	25.00	PM 34.1.1	3.00		0.00		3.00		0.00		0.00		0.00		0.00	
	26.00	PM 35.1.1														

		Table 5			
		Community Planning Programs (FY 2011)			
	Persons	EDA	ARC/STATE TA	RLF administration	
UPWP PL Tasks	Foley	0.00	0.00	0.00	
1.0 Administration	Fletcher	0.00	0.00	0.00	
2.0 Data Collection	He	0.00	0.00	0.00	
3.0 Unified Planning Work Program	Farmer	0.00	1.00	0.00	
4.0 Public Involvement	Isom	0.00	2.00	0.00	
5.2 Climate Change and Greenhouse Gas Emissions	Barton	0.00	0.00	0.00	
6.1 Long-Range Transportation Plan/Thoroughfare Plan	Albrooks	0.00	0.00	0.00	
6.1.1 Air Quality Conformity Determination (RTP)	Maxwell	0.00	0.50	0.00	
6.2 Transportation Improvement Program (TIP)	Edwards	0.00	0.00	0.00	
6.2.1 Air Quality Conformity Determination (TIP)	Morris	2.00 PM	3.50	3.00 PM	
6.3 Public Transportation - Regional Transit Planning	Howard	0.00	0.00	0.00	
6.4 Public Transportation - Coordinated Human Service Transportation	Ball	0.00	0.00	0.00	
6.6 Bicycle, Pedestrian, Greenway Planning	O'Dell, B.	0.00	0.00	0.00	
6.7 Freight Planning	Tilman	0.00	0.00	0.00	
6.8 Congestion Management Process	Murray	7.50	3.00 PM	1.50	
6.9 Transportation System Maintenance Planning	Ostaseski	0.00	2.00	0.00	
PM = Project Manager	Amore	0.00	2.50	0.00	
	O'Dell, S.	0.00	0.00	0.00	
	Wingo	0.00	0.00	0.00	
	Turner	0.00	0.00	0.00	
	Kaz	0.00	0.00	0.00	
	Amthor	0.00	3.00	0.00	
	Gray	0.00	0.00	0.00	
	Hall	0.00	0.00	0.00	
	Hosey	0.00	0.00	0.00	
	Land	0.00	0.00	0.00	
	Nichols	0.00	0.00	0.00	
	#N/A	0.00	0.00	0.00	
	Total Salaries	\$39,487	\$80,487	\$25,764	
	Fringe Rate	0.47	0.47	0.47	
	Fringe Expense	\$18,394	\$37,512	\$12,008	
	Total S+F	\$57,882	\$118,000	\$37,772	
	Indirect Rate	0.71	0.71	0.71	
	Indirect Expense	\$41,203	\$84,027	\$28,898	
	Total S+F+I	\$99,085	\$202,028	\$66,671	
	Contract	#N/A \$0	#N/A \$0	#N/A \$0	
	Contract	#N/A \$0	#N/A \$0	#N/A \$0	
	Contract	#N/A \$0	#N/A \$0	#N/A \$0	
	Contract	#N/A \$0	#N/A \$0	#N/A \$0	
	Direct Costs	0.00 \$3,900	0.00 \$6,000	0.00 \$0	
	Total	\$102,985	\$208,028	\$64,671	
Expenses					
	Total Salaries, Fringe, Indirect	\$99,085	\$202,028	\$64,671	
	Total Contracts	\$0	\$0	\$0	
	Total Direct Costs	\$3,900	\$6,000	\$0	
	Total Expenses	\$102,985	\$208,028	\$64,671	
	Federal Share	\$51,482	\$0	\$0	
	RPC Dues	\$0	\$0	\$0	
	Other Match/Source	State TA	\$53,000	\$104,013	\$0
	Federal Available	\$53,000	\$100,000	\$65,000	
	Total Available	\$106,000	\$215,300	\$65,000	
		\$3,035	\$7,272	\$329	
	State Technical Assistance funds used for the 50% match.		ARC funds matched with State Technical Assistance funds		
			Full STA Amount	\$168,000?	
			Used to match ARC	\$111,781	



## **Federal Highway Administration Planning (FHWA PL)**

### **Project Manager**

Mr. William R. Foisy, Director of Planning

*Project Manager's Goal: PL/Planning funds are the mainstay of the transportation planning program, giving the RPCGB flexibility to employ staff members with expertise on the latest and best practices that address land use and transportation issues.*

### **Program Description**

Total Revenue Available is \$1,344,091. This funding provides salary for RPCGB staff and contracts to handle all the activities of the Birmingham Metropolitan Planning Organization. A dues match of \$242,025 is required. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$6,965.

### **Major Objectives:**

This funding supports the following transportation planning elements:

- **Administration:**

- Birmingham MPO / RPCGB Transportation Committees and Meetings.**

1. Transportation Citizens, Technical, Birmingham MPO Subcommittee and Birmingham MPO meetings (monthly).
2. Periodic Transportation Improvement Program (TIP) Subcommittee meetings.
3. Congestion Management Process Task Force for Performance monitoring (project related).
4. Regional Transportation Plan Advisory Committees meetings (project related).
5. I-65/U.S. 31 Alternatives Analysis Task Force (project related).
6. U.S. 280 Corridor Transit Study Task Force (project related).
7. U.S. 11/Bessemer Super Highway Alternatives Analysis (project related).
8. Human Services Transportation Committee (project related).

### **Planning Process Agreements**

Review planning process agreements to include the transportation planning process, financial assistance for transportation planning, and conformity criteria and consultation procedures, among others, for consistency with the bylaws of all transportation committees.

### **Member Government Services**

Provide RPCGB member governments in the Birmingham Metropolitan Planning Area with services for functional areas such as transportation planning and engineering, economic and community development, transportation related zoning and subdivision issues, grants, mapping and demographics.



**Organizational Coordination:** The RPCGB staff participates in cooperative transportation efforts with agencies and organizations at all levels, including regional, state, federal and national. FY 2011 activities include, among others, meetings and committee participation with county mayors associations, the regional and local chambers of commerce, Operation New Birmingham (ONB), the Alabama Association of Regional Councils (AARC) (planning committee), and the Alabama Planning Association (APA).

**COOP Implementation:** Continuity of Operations Program (COOP) implementation activities to include Procedures, Phase I – Activation, Phase II – Alternate Operations, and Phase III – Reconstitution and Termination.

**Software, Capital and Network Projects and Support:** Software purchases, to include maintenance fees and upgrades, are regularly made for transportation related applications for geographic information systems, surveys, databases and spreadsheets, graphics, and operating systems. Capital purchases, to include servers, personal computers and peripherals, and hardware/software for field data collection are regularly made for transportation related applications.

**Training:** Staff will attend relevant local, state and national training and conferences related to UPWP tasks.

- **Data Collection and Analysis:** To conduct data collection and forecasting activities which support local and regional transportation planning functions: Socioeconomic Data Development and Distribution; Census Activities, Including Census Transportation Planning Package (CTPP); INDEX Reference Polygon Development; Regional Travel Demand and Land Use Model Development; Transportation Geographic Information System (GIS).
- **Unified Planning Work Program (UPWP) development:** To produce a document that outlines a statement of work identifying the planning priorities and activities to be carried out within the Birmingham Metropolitan Planning Area.
- **Public Involvement:** To maintain a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled and other interested parties with reasonable opportunities to be involved in the transportation planning process.
- **Climate Change and Green House Gas Emissions:** To provide guidance and offer strategies for Birmingham MPO actions to develop a more energy efficient region and reduce and/or mitigate transportation related greenhouse gas (GHG) emissions contributing to global climate change.

- **Long-Range Transportation Plan (LRTP)/Thoroughfare Plan:** To ensure that the Birmingham MPO maintains a long range transportation plan for the Birmingham metropolitan planning area that is: Technically based on the latest available data on land use, demographics, and travel patterns; Comprehensive in nature, and supports the development of a multimodal transportation system; Philosophically based on regional goals and values; Financially based on predictable, reliable funding sources.
- **Air Quality Conformity Determination (RTP):** To demonstrate conformity with the 1990 Clean Air Act of plans (Regional Transportation Plan), programs (Transportation Improvement Program) and projects funded or approved by the Federal Highway Administration.
- **Transportation Improvement Program (TIP):** To develop a short term list of federally funded transportation projects to be completed by the ALDOT, the BJCTA, local governments and other project sponsors. Monitor the program balance and the status of projects programmed under the Surface Transportation Program (STP) – Birmingham Attributable and the Congestion Mitigation and Air Quality (CMAQ) Program. Administer TIP Amendment requests.
- **Air Quality Conformity Determination (TIP):** To demonstrate conformity with the 1990 Clean Air Act of plans (Regional Transportation Plan), programs (TIP) and projects funded or approved by the FHWA and the FTA.
- **Public Transportation – Regional Transit Planning, Including Transit Development Program (TDP):** To update the Birmingham-Jefferson County Transit Authority (BJCTA) Transit Development Program in order to reflect changing conditions; To identify strategies that help the BJCTA to sustain, maintain and improve public transportation services; To review and revise existing policies, and well as to identify new, needed policies; To acquire analyze, and maintain data; To provide training for key planning personnel; To improve communications between current and potential MAX/VIP and passengers; To improve the overall image of BJCTA and MAX/VIP services.
- **Bicycle, Pedestrian, Greenway Planning:** To support regional connectivity and active transportation networks utilizing multimodal streets, greenways, parks, and other publicly accessible greenspace by establishing short-term and long-term implementation strategies through these tasks: Refine Existing and Proposed Pedestrian Activity Centers; Regional Pedshed Analysis; A Safe Routes to School (SRTS) toolkit; Bicycle and Pedestrian Coordination and Education
- **Freight Planning:** To lay the groundwork for the development of a regional multimodal goods movement transportation program that will identify and make recommendations to: Maximize roadway capacity for freight movement; Improve inland port facilities; Eliminate key rail choke points— physical, operational, and information-system; Enhance air freight facilities and movement; Minimize air quality degradation. In considering these options, conceivably the region's freight

capacity might be increased and congestion on the region's rail and highway systems relieved.

- **Transportation System Maintenance Planning (The Birmingham 2035 Regional Transportation Plan (RTP)):** Identifies the need to better maintain the existing transportation system, advocating a “fix it first” strategy. The RTP recommended that the Birmingham MPO develop a roadway maintenance program, to include a pavement management program, in order to identify and prioritize roadway resurfacing and bridge maintenance needs for the Birmingham Metropolitan Planning Area. The objective of this task is to develop a uniform methodology by which the Birmingham MPO can identify and prioritize roadway resurfacing needs for functionally classified, non-state roadways within the Birmingham metropolitan planning area to which MPO controlled federal funding might be applied. The ultimate goal of the project is to: Return roadways to a state of good repair; establish a framework to support regular roadway resurfacing in order to maintain roadways in a state of good repair; Maximize local dollars for roadway resurfacing; Minimize long-term roadway maintenance costs through preventive maintenance of roadway surfaces.

#### **2009-2010 Fiscal Year Accomplishments**

- **Administrative:** During FY 2010, the Birmingham MPO, upon recommendations from the Transportation Citizens and Technical Committees, adopted the Birmingham 2035 Regional Transportation Plan (RTP), the FY 2009 Rebalanced/Updated FY 2008-2011 Transportation Improvement Program, an updated Air Quality Conformity Determination for the FY 2010 of the Birmingham 2035 RTP, and submitted a TIGER grant to the U.S. Department of Transportation. The Birmingham MPO also reviewed informational items on the State of Alabama's proposal for improving U.S. 280 via elevated lanes, Norfolk Southern Rail Corporation's planned construction of an intermodal freight facility in the McCalla area of Jefferson County, the I-65/U.S. 31 Mobility Matters (transit alternatives) project, the U.S. 280 transit alternatives project, the formation of a Congestion Management Committee, the annual report for the Alabama Partners for Clean Air (APCA), and the CommuteSmart/Rideshare Program. An updated COOP was completed and staff attended multiple education and training events as documented in the semi-annual reporting.
- **Data Collection and Analysis:** During FY 2010, model variables for base year, intermediate years, and future years continued to be refined in order to reflect current trends and changes within the region. As an Alabama State Data Center Affiliate, staff assisted local governments with preparation for the 2010 Census. Staff participated in several US Census Programs including the Participant Statistical Areas Program (PSAP), the local Boundary and Annexation Survey (BAS), Rural Statistical Areas Program (RSAP), and the local area Building Permit Survey Program. The reconciliation of the Index reference polygons and the loading of base-level attribute data have been completed. The Index model can utilize hundreds of variables in its calculations and scenario assessments, therefore

attribute determinations for required variables will need to be developed on a project-by-project basis, depending on the scope of the project.

- **Unified Planning Work Program (UPWP):** During FY 2010, a draft UPWP was produced for ALDOT review, with adoption of tasks and budget fund sources by the Transportation Citizens Committee, Transportation Technical Committee, Birmingham MPO Subcommittee and Birmingham MPO. Two Semi-Annual reports were produced for ALDOT review.
- **Public Involvement:** During FY 2010 the updated Public Participation Plan (PPP) completed in FY 2008 continued to be implemented, including an updated, reprinted Transportation Public Contact List. Visualization and interactive exercises continue to be used extensively in all MPO meetings. The most extensive public outreach activity included public participation in development of the 2035 Regional Transportation Plan (RTP) and the Public Involvement Meeting relating to the adoption of the RTP. The Latino community outreach included educational seminars and information translated in their local newspaper inviting them to participate in the committee process. The Title VI, Americans with Disabilities Act, and Disadvantaged Business Enterprise policy was updated and posted on the MPO website. Regular reports were submitted to the Alabama Department of Transportation.
- **Climate Change and Green House Gas Emissions:** Assessed the practices of other MPOs and regional planning agencies that have inventoried GHG emissions and documented mitigation strategies associated with transportation, land use and settlement patterns. Described the relationship between transportation, land use, energy, GHG emissions and climate change in Chapters 5 and 7 of the 2035 Regional Transportation Plan. Documented mitigation strategies associated with mobile sources, land use and settlement patterns. Referenced the Birmingham MPO's existing programs (e.g. Alabama Partners for Clean Air, CommuteSmart, Active Transportation, etc.) and associated activities that inherently mitigate tailpipe emissions including GHGs.
- **Long-Range Transportation Plan/Thoroughfare Plan:** The 2035 Regional Transportation Plan Update was adopted by the Birmingham MPO in June 2010. Major product categories included: Adopted Regional Transportation Plan; Model conversion from TranPlan to Cube Voyager; Bicycle, Pedestrian, and Greenways Plan; Congestion Management Process integration; Staged Improvement Plan; Final Reports.
- **Air Quality Conformity Determination (RTP):** Air Quality Conformity Determination Report for 2035 Regional Transportation Plan (RTP) and the FY2010 rebalanced/Updated FY 2008-2011 Transportation Improvement Program (TIP) for Jefferson and Shelby Counties and a portion of Walker County in Alabama, June 2010.

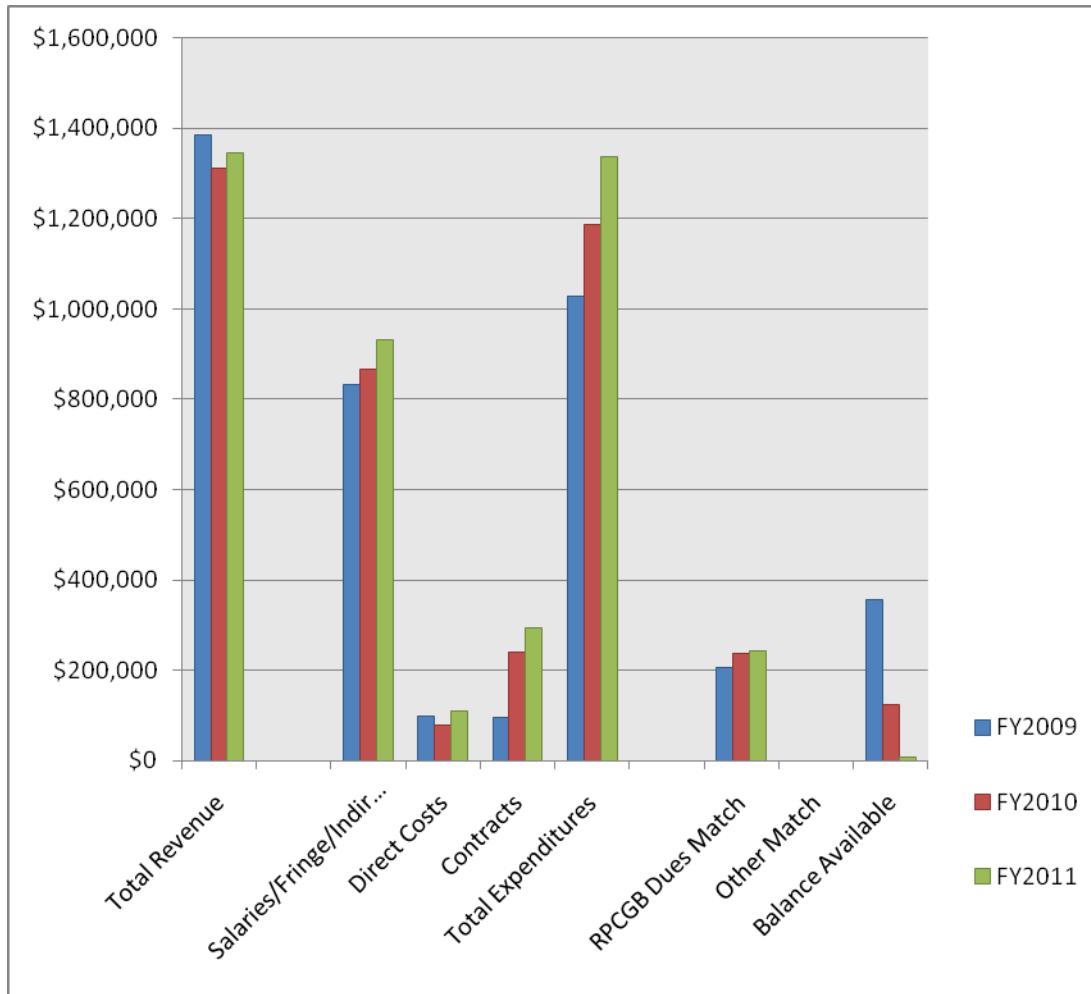
- **Transportation Improvement Program (TIP):** FY 2008-2011 TIP adopted by the Birmingham MPO in September 2007 and rebalanced/updated for FY 2010 in June 2010. Monitored the progress of the Recovery Act projects and added alternate projects to ensure all funding was obligated before the March 2010 deadline.
- **Air Quality Conformity Determination (TIP):** Air Quality Conformity Determination Report for 2035 Regional Transportation Plan (RTP) and the FY2010 rebalanced/Updated FY 2008-2011 Transportation Improvement Program (TIP) for Jefferson and Shelby Counties and a portion of Walker County in Alabama, June 2010. Project-level emissions calculations for Congestion Mitigation/Air Quality Program in TIP.
- **Public Transportation – Regional Transit Planning, Including Transit Development Program (TDP):** Comprehensive Transit Development Program and Operations Analysis, 2008; Conceptual capital and operating costs for transit super stops, park and ride, and express bus services; Developed a regional transit plan brochure; Coordinated transit study stakeholder group activities related to regional transit governance, funding and service delivery; Developed recommendations for the implementation of magnetic fare cards; Completed stated preferences survey about meeting locations and times for public involvement plan development; Completed passenger origin/destination survey.
- **Bicycle, Pedestrian, Greenway Planning:** The MPO's 2035 Regional Transportation Plan (RTP) includes an Active Transportation Program. The RTP also includes a complementary Complete Streets Policy designed to ensure cyclists and pedestrians are routinely accommodated in all roadway improvement projects. A separate functional area plan, the Active Transportation Plan (ATP), provides a more detailed policy and route development framework for the development of a network of walkways and bikeways in the Birmingham Metropolitan Planning area. The ATP included an inventory of readily identifiable existing facilities, RTP projects and proposed high priority connections that collectively serve as a framework for a regional network of both on and off-road facilities. An on-road bicycle suitability analysis was conducted along most of the region's major thoroughfares and overlaid with a proposed regional bike route identified during a route planning workshop. Existing and proposed compact/mixed-use pedestrian activity centers were also identified and mapped along with other key origins and destinations including schools, parks and cultural resources. Previous (GIS) analysis of the region provides a sound framework for walkable and bicycle-friendly community planning and development. It should also inform local and regional land conservation priorities through a more holistic approach to developing an active transportation network and preserving the region's green infrastructure (e.g. inclusion of multi-use trails along greenways that also protect water quality and wildlife habitat).
- **Freight Planning:** RPCGB Staff continued to participate in Talking Freight Webinars, and have successfully completed the National Highway Institute's course

139006, Integrating Freight in the Transportation Planning Process. Also, the RPCGB identified freight stakeholders and initiated outreach to them. The RPCGB has been collecting data on freight, and has begun developing a framework for modeling freight movements in the region. A basic freight profile has been developed.

- **Transportation System Maintenance Planning:** Birmingham Regional Transportation Plan, Transportation System Maintenance section, and geographic mapping of metropolitan planning area bridge system.

**Federal Highway Administration Planning (FHWA PL)  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

<b>Budget Year:</b>		<b>FY2009</b>	<b>FY2010</b>	<b>FY2011</b>
<b>Revenue:</b>	<b>Total Revenue</b>	\$1,384,938	\$1,311,409	\$1,344,091
<b>Expenses:</b>	<b>Salaries/Fringe/Indirect</b>	\$832,779	\$867,854	\$931,126
	<b>Direct Costs</b>	\$100,000	\$80,000	\$111,000
	<b>Contracts</b>	\$95,000	\$240,000	\$295,000
	<b>Total Expenditures</b>	\$1,027,779	\$1,187,854	\$1,337,126
<b>Match:</b>	<b>RPCGB Dues Match</b>	\$205,556	\$237,571	\$242,425
	<b>Other Match</b>	\$0	\$0.00	\$0.00
<b>Balance:</b>	<b>Balance Available</b>	\$357,158	\$123,554	\$6,965





**Federal Transit Administration (FTA) 5309 – U.S. 280 Corridor**  
**Alternatives Analysis**

**Project Manager**

Mr. Michael Kaczorowski, Senior Planner I

***Project Manager's Goal: To improve mobility on the US 280 corridor, the traveling public should be provided with a mode of travel other than the automobile.***

**Program Description**

Total Revenue Available is \$13,750. This funding provides for RPCGB staffing. A dues match is not required but a donated match of \$2,248 will be used. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$2,510.

**Major Objectives**

To perform an Alternatives Analysis consistent with FTA guidelines for potential New Starts/Small Starts projects. The transit analyses will include land use alternatives as well as highway alternatives such as the proposed Elevated Toll Road.

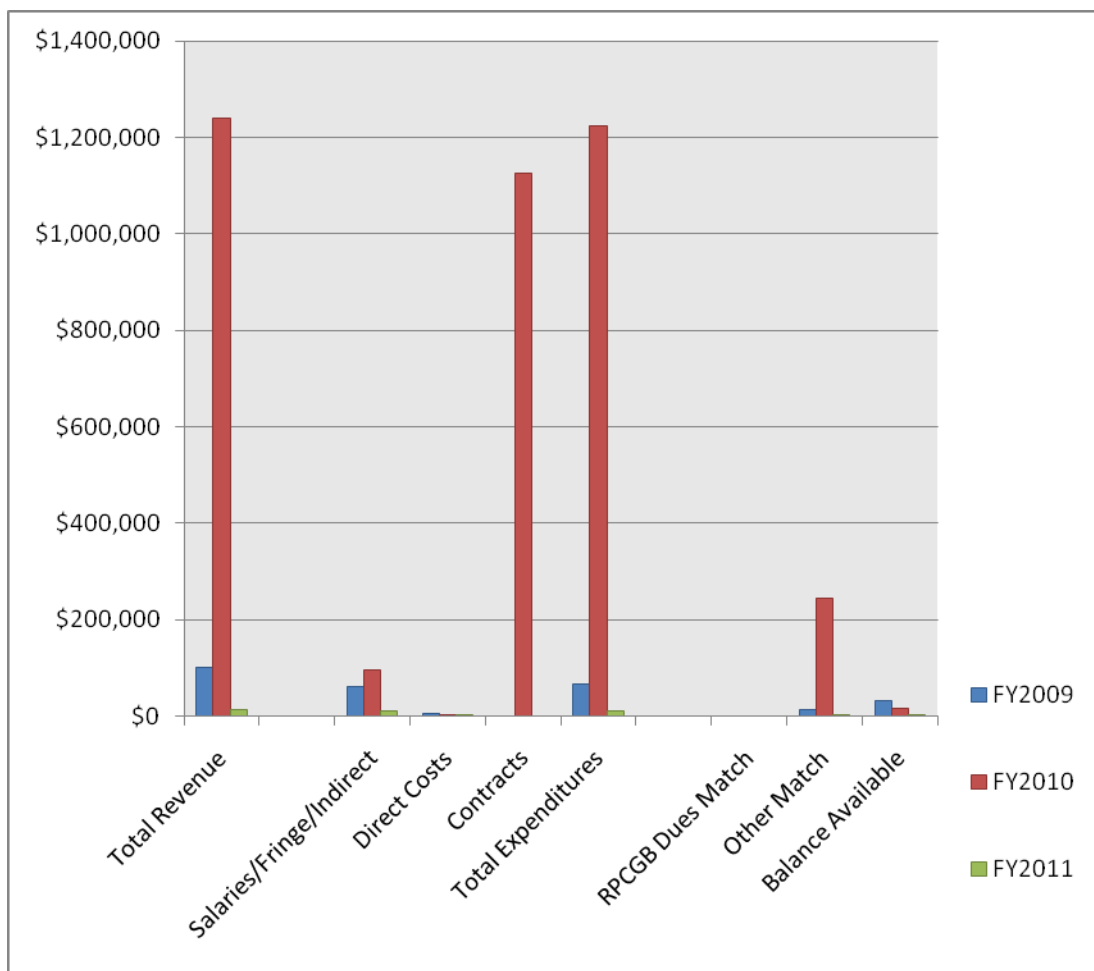
**2009-2010 Fiscal Year Accomplishments**

- A. Completed a Birmingham Regional Transportation Alternatives Analysis in 2004 for Jefferson and Shelby Counties that identified transportation deficiencies and developed various modal and alignment options that address mobility needs
- B. Incorporated a Bus Rapid Transit (BRT) for U.S. 280 in the 2030 LRTP, adopted by the Birmingham MPO in March 2006
- C. Issued a Request for Proposal in May 2009 for a U.S. 280 Corridor Transit Study
- D. Selected Reynolds, Smith, & Hills and their sub-consultant team in September 2009
- E. Signed contract and initiated work on the Study in January 2010
- F. Held an interagency meeting to coordinate the study scope with ALDOT, FHWA, and FTA
- G. Met with community leaders in each of the cities and counties in the corridor
- H. Reviewed previous studies and performed data collection efforts
- I. Performed travel forecast modeling analyses
- K. Developed both land-use alternatives and highway alternatives



**Federal Transit Administration (FTA) 5309  
U.S. 280 Corridor Alternative Analysis  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$100,000	\$1,240,000	\$13,750
Expenses:	Salaries/Fringe/Indirect	\$61,618	\$97,001	\$10,990
	Direct Costs	\$5,000	\$1,000	\$250
	Contracts	\$0	\$1,125,000	\$0
	Total Expenditures	\$66,618	\$1,223,001	\$11,240
Match:	RPCGB Dues Match	\$0	\$0	\$0
	Other Match	\$13,324	\$244,600	\$2,248
Balance:	Balance Available	\$33,382	\$16,999	\$2,510



**Federal Transit Administration (FTA) 5309 – I-65/US31**  
**Corridor Alternatives Analysis and Environmental Documentation**

**Project Manager**

Mr. Mike Kaczorowski, Senior Planner I

***Project Manager's Goal: Analyze a variety of alternatives to improve mobility in the I-65/U.S. 31 corridor and document solutions.***

**Program Description**

Total Revenue Available is \$18,750. This funding provides for RPCGB staffing. A dues match is not required but a donated match of \$3,297 will be used. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$2,264.

**Major Objectives**

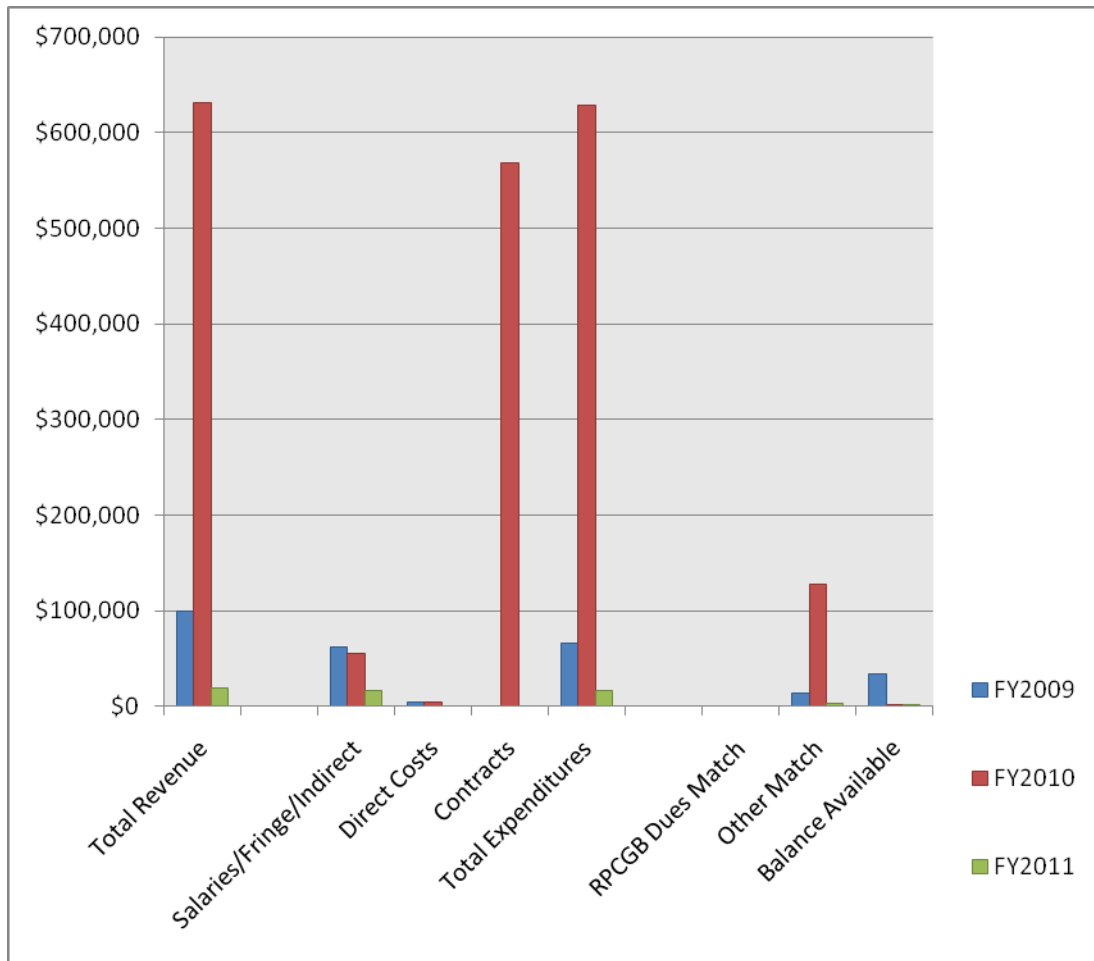
To conduct an Alternatives Analysis under the FTA's New Starts guidelines to explore and define roadway and transit alternatives in the I-65 and U.S. 31 corridor through a series of successive study tasks that include a public engagement program, a scoping process, conceptual definition of alternatives, planning and conceptual engineering, analysis and refinement of alternatives, and the selection of a locally preferred alternative (LPA).

**2009-2010 Fiscal Year Accomplishments**

- A. Data Collection, Analysis, Modeling Effort, and Policy Framework
- B. Purpose and Need Statement
- C. Preliminary Screening Methodology
- D. Preliminary Definition of Alignment and Modal Alternatives
- E. Evaluation of Preliminary Definition of Alternatives
- F. Conceptual Engineering
- G. Operational Plan Concepts
- H. Social, Economic, and Environmental Impact Evaluation
- I. Capital, Operating, and Life-Cycle Cost Estimates
- J. Transportation Impact Assessment
- K. Land Use Planning for Enhanced Transit

**Federal Transit Administration (FTA) 5309 –  
I-65/US31 Corridor Alternatives Analysis and Environmental Documentation  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$100,000	\$631,250	\$18,750
Expenses:	Salaries/Fringe/Indirect	\$61,618	\$55,977	\$16,486
	Direct Costs	\$5,000	\$4,256	
	Contracts	\$0	\$568,750	
	Total Expenditures	\$66,618	\$628,983	\$16,486
Match:	RPCGB Dues Match	\$0	\$0	\$0
	Other Match	\$13,324	\$127,797	\$3,297
Balance:	Balance Available	\$33,382	\$2,267	\$2,264



**Federal Transit Administration (FTA) 5309 U.S. 11/Bessemer**  
**Super Highway Alternatives Analysis**

**Project Manager**

Mr. Darrell Howard, Principal Transportation Planner

*Project Manager's Goal: To initiate and successfully use Federal Transit Administration funds to leverage additional financial investment for public transit facilities and services, land development/redevelopment, and economic revitalization within the communities located along the US 11 West Corridor*

**Program Description**

Total Revenue Available is \$212,500. This funding provides for RPCGB staffing. A dues match is not required but a donated match of \$22,531 will be used. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$99,845.

**Major Objectives**

Provide public transportation alternatives to improve travel in the US 11 Southwest travel corridor. This would include alternatives that augment, support, and complement previous recommendations to improve non-motorized travel, expand roadway capacity, and manage access to US 11 Southwest. The study should consider and build upon the preliminary recommendations identified in the Birmingham Regional Alternatives Analysis of 2004, the plan that developed the basis of the regional transit system plan.

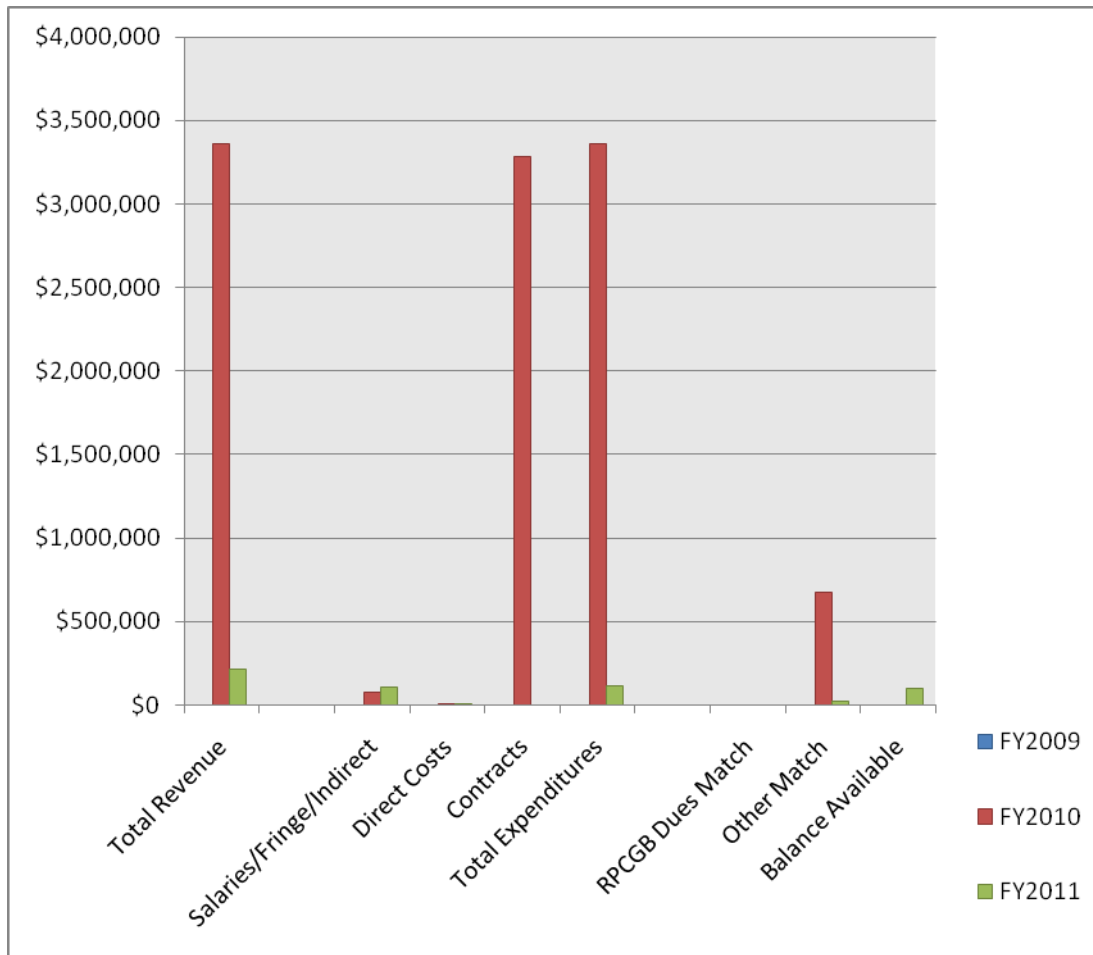
Provide land development/redevelopment scenarios along the US 11 Southwest corridor as it changes character. Land use scenarios shall be supportive of the potential alternatives for transportation system improvements, influencing the character of the transportation system where appropriate, and likewise responding to the needs of the transportation system.

**2009-2010 Fiscal Year Accomplishments**

- A. City of Midfield Comprehensive Master Plan - Transportation Element.
- B. City of Fairfield Master Plan - Transportation Element.
- C. City of Bessemer Major Thoroughfare Plan.
- D. Consultant Services Secured in FY 2010.
- E. Project Initiated.

**Federal Transit Administration (FTA) 5309  
U.S. 11/Bessemer Super Highway Alternatives Analysis  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$0	\$3,362,033	\$212,500
Expenses:	Salaries/Fringe/Indirect	\$0	\$72,997	\$110,155
	Direct Costs	\$0	\$3,000	\$2,500
	Contracts	\$0	\$3,286,035	\$0
	Total Expenditures	\$0	\$3,362,032	\$112,655
		\$0		
Match:	RPCGB Dues Match	\$0	\$0.00	\$0.00
	Other Match	\$0	\$672,407	\$22,531
Balance:	Balance Available	\$0	\$0.00	\$99,845



## **State Planning Research (SPR) Rural**

### **Project Manager**

Mr. Steve Ostaseski, Principal Planner

***Project Manager's Goal: Given the intense competition statewide for funding transportation projects, it is important that each county develop clear transportation priorities and effectively communicate these to the state.***

### **Program Description**

Total Revenue Available is \$62,500. This funding provides staffing for outreach to RPCGB's rural counties of Blount, Chilton, St. Clair and Walker for transportation consultation. A dues match of \$11,204 is required. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$6,478.

### **Major Objectives**

This funding is to support the Counties of Blount, Chilton, St. Clair, and Walker and participating municipalities within these counties to participate in a Rural Transportation Planning Organization created for the general purposes and responsibilities. Outreach meetings are conducted throughout the year. The process includes development and prioritization of suggestions for transportation projects the Rural Transportation Planning Organization believes should be included in the State's Transportation Improvement Program. Information is gathered, maintained and distributed on transportation-related information and other readily available data for local governments and other interested organizations and persons involved in the non-metropolitan transportation consultation process.

### **2009-2010 Fiscal Year Accomplishments**

Meetings were held in each county to obtain public input on the transportation projects listed in the Alabama Department of Transportation (ALDOT) Statewide Transportation Improvement Plan (STIP). Projects were shown in map and chart format. Representatives from the RPCGB continued the discussion of "big ideas" at the spring quarter's Heart of Alabama Rural Planning Organization (HARPO) meetings.

Participants from all four counties cited the need for improved funding for maintenance and improvements for rural roads. The need for funding for rural road improvements is a consistent message in these counties. Identifying funding sources at the federal, state and local levels is a common topic of discussion.

St. Clair County participants cited U.S. 411 capacity improvements as being a big need for improving transportation in the county, and the RPCGB is forming a study group to look at this issue in greater depth. Also in St. Clair County, Pat Hall said that the Historic Stagecoach Route through Leeds is ready to expand to cover more of the additional route. This historic road linked Ashville to Montevallo, which provides partnership opportunities throughout our region.

Walker County participants recognize the need to explore ways to keep I-22 scenic. County residents are continuing to work on building the rail-trail system and identified several potential lines for this program. Walker County has abundant resources to attract visitors, both as a destination and as a diversion. Improvements for helping visitors find their way to the attractions are seen as another need for the county.

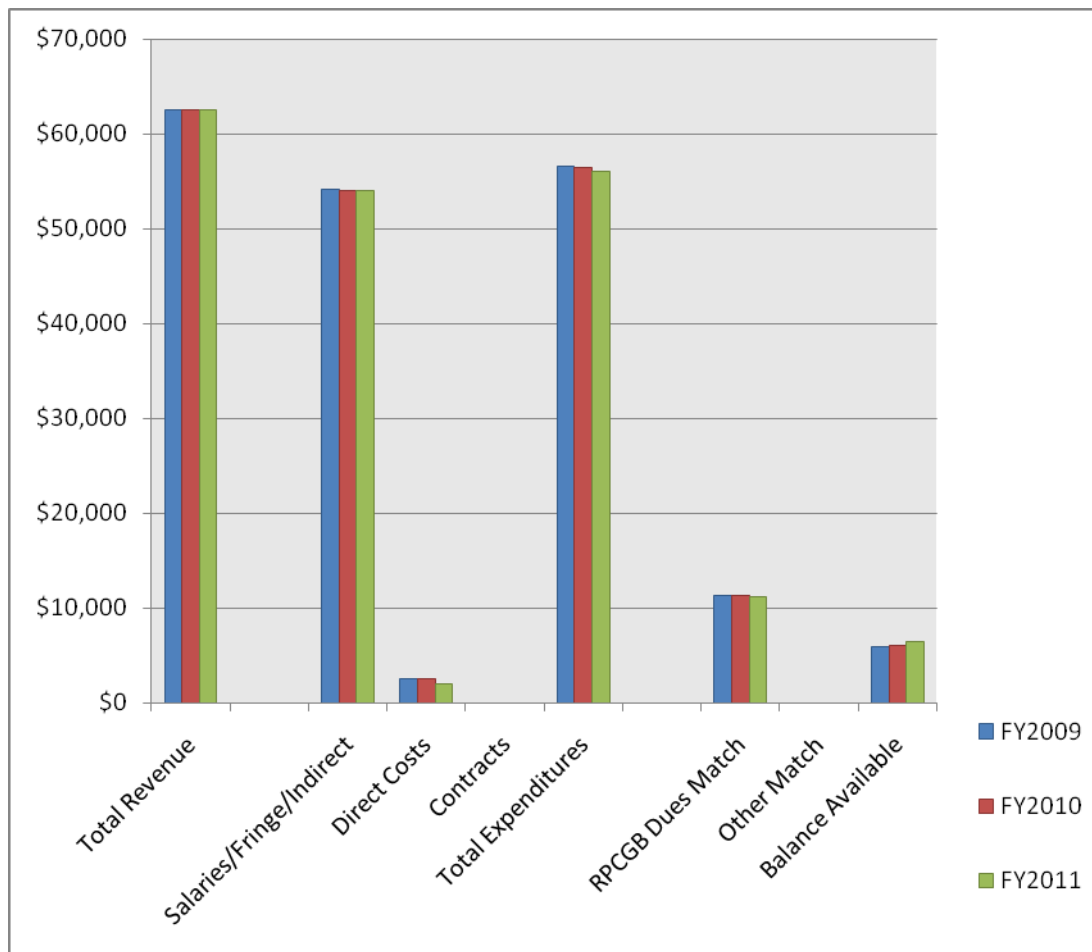
In Blount County, improvements to Highway 160 are proceeding, subject to FHWA approval. A long term idea for the benefit of the county and the state is to create four lanes on Alabama Highway 79 from Jefferson County to U.S. 231. This strategic improvement would open an alternative route from Birmingham to Huntsville and allow companies that serve both of those markets to position themselves in Blount County.

Chilton County residents are looking at ways to improve railroad grade crossings. Funding for these projects is limited and the RPCGB is looking at ways to leverage available funds to increase overall effectiveness. Residents are also interested in the carpool / vanpool system (CommuteSmart), and cited the need to market the guaranteed ride home aspect of the vanpool.

As part of the HARPO outreach, RPCGB hosted a grade crossing meeting. The railroads that participated include CSX, Norfolk Southern and Burlington Northern Sante Fe. These major railroads cover the four rural counties.

**State Planning Research (SPR) Rural  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

<b>Budget Year:</b>		<b>FY2009</b>	<b>FY2010</b>	<b>FY2011</b>
<b>Revenue:</b>	<b>Total Revenue</b>	\$62,500	\$62,500	\$62,500
<b>Expenses:</b>	<b>Salaries/Fringe/Indirect</b>	\$54,105	\$53,995	\$54,022
	<b>Direct Costs</b>	\$2,500	\$2,500	\$2,000
	<b>Contracts</b>	\$0	\$0	\$0
	<b>Total Expenditures</b>	\$56,605	\$56,495	\$56,022
<b>Match:</b>	<b>RPCGB Dues Match</b>	\$11,321	\$11,299	\$11,204
	<b>Other Match</b>	\$0	\$0	\$0
<b>Balance:</b>	<b>Balance Available</b>	\$5,895	\$6,005	\$6,478





## **Surface Transportation Program (STP) - CommuteSmart Program (Rideshare)**

### **Project Manager**

Mr. Scott Tillman, Director of Operations

*Project Manager's Goal: Increase outreach to businesses and communities to increase the commuter participation in the carpool and vanpool programs.*

### **Program Description**

Total Revenue Available is \$1,200,000. This funding provides for RPCGB and a third party contractor to operate the carpool and vanpool programs. A match is not required. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$9,248.

### **Major Objective**

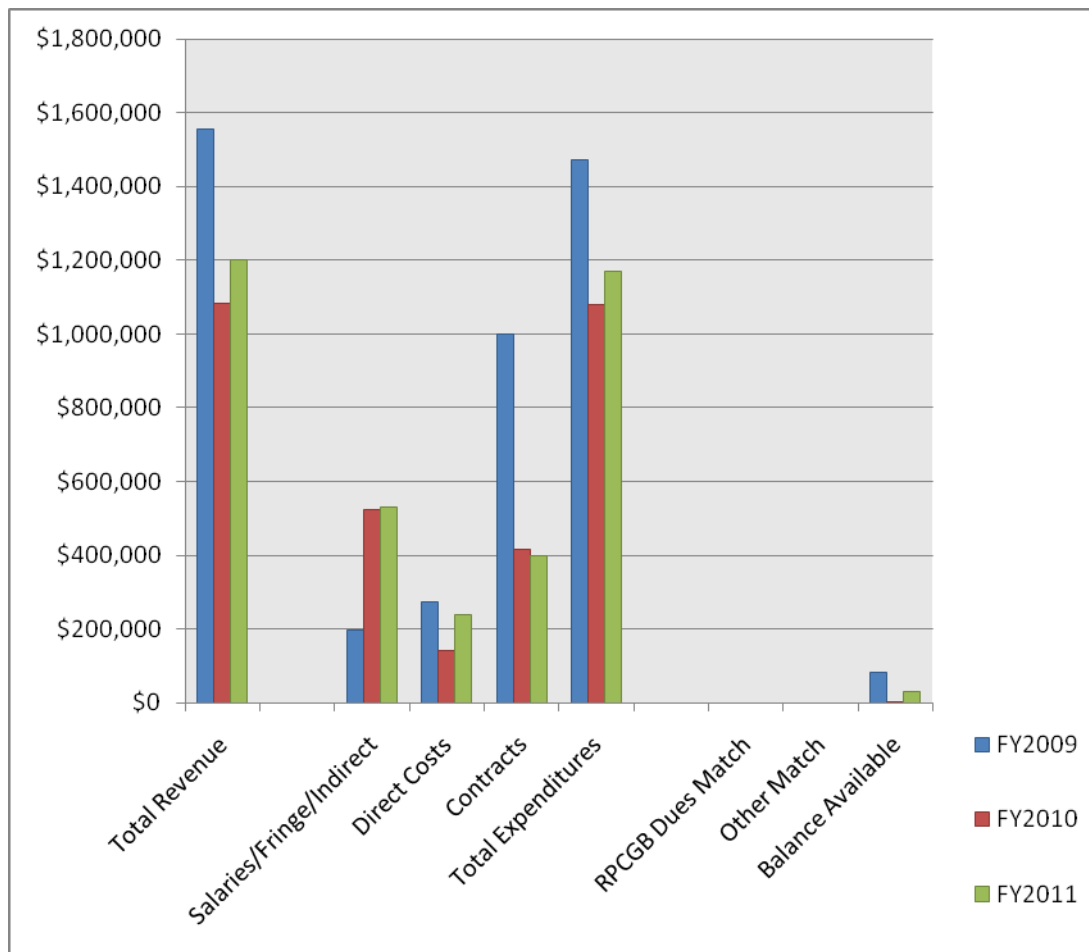
To achieve and maintain compliance with the national air quality standards in the Birmingham nonattainment area of Jefferson and Shelby Counties, to protect and improve public health, and to minimize the economic impacts on existing businesses and support economic growth consistent with clean air goals.

### **2009-2010 Fiscal Year Accomplishments**

- 2,248 new applicants added to the ridematching database
- 10,165 Commuters in the ridematching database
- 4,638,256 miles eliminated for those that carpooling, walking, biking and riding transit
- 5,104,765 miles eliminated by the vanpool program
- 9,743,021 miles eliminated by the entire program
- 567 commuters joined the GetGreen program
- 2,286 commuters are registered in Commuter Club
- 67 meetings with local businesses
- 21 Transportation Days
- Attended 16 benefit fairs
- 17 presentations to local companies
- 35,000 website hits
- October 2008- October 2009 Annual report  
<http://www.bhammpo.org/whatsnew/whatsnew.htm>

**Surface Transportation Program (STP) - CommuteSmart Program (Rideshare)  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$1,555,000	\$1,081,600	\$1,200,000
Expenses:	Salaries/Fringe/Indirect	\$198,010	\$524,468	\$531,752
	Direct Costs	\$275,000	\$140,000	\$239,000
	Contracts	\$1,000,000	\$415,000	\$400,000
	Total Expenditures	\$1,473,010	\$1,079,468	\$1,170,752
Match:	RPCGB Dues Match	\$0	\$0	\$0
	Other Match	\$0	\$0	\$0
Balance:	Balance Available	\$81,990	\$2,132	\$29,248



## **Surface Transportation Program (STP) - Building Communities**

### **Project Manager**

Mr. Steve Ostaseski, Principal Planner

***Project Manager's Goal: The goal for fiscal year 2010 is to continue to complete major street plans for member governments in the MPO study area.***

### **Program Description**

Total Revenue Available is \$722,500. This funding provides for RPCGB staffing and a contractor for selected components of projects or for a total project. A combination of dues match of \$26,658 is required and a cash match of \$46,658 will be used. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$355,916.

### **Major Objectives**

The SAFETEA-LU encourages metropolitan planning areas to address the relationship between transportation and land use, recognizing that land use decision have impacts to the transportation system and vice-versa. Specifically cited under 23 U.S.C. 450.306 is that the metropolitan transportation planning process shall promote consistency between transportation improvements and state and local planned growth and economic development patterns.

It is, therefore, the intended purpose of the Building Communities Program to provide grants to local communities within the Birmingham Metropolitan 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.

### **2009-2010 Fiscal Year Accomplishments**

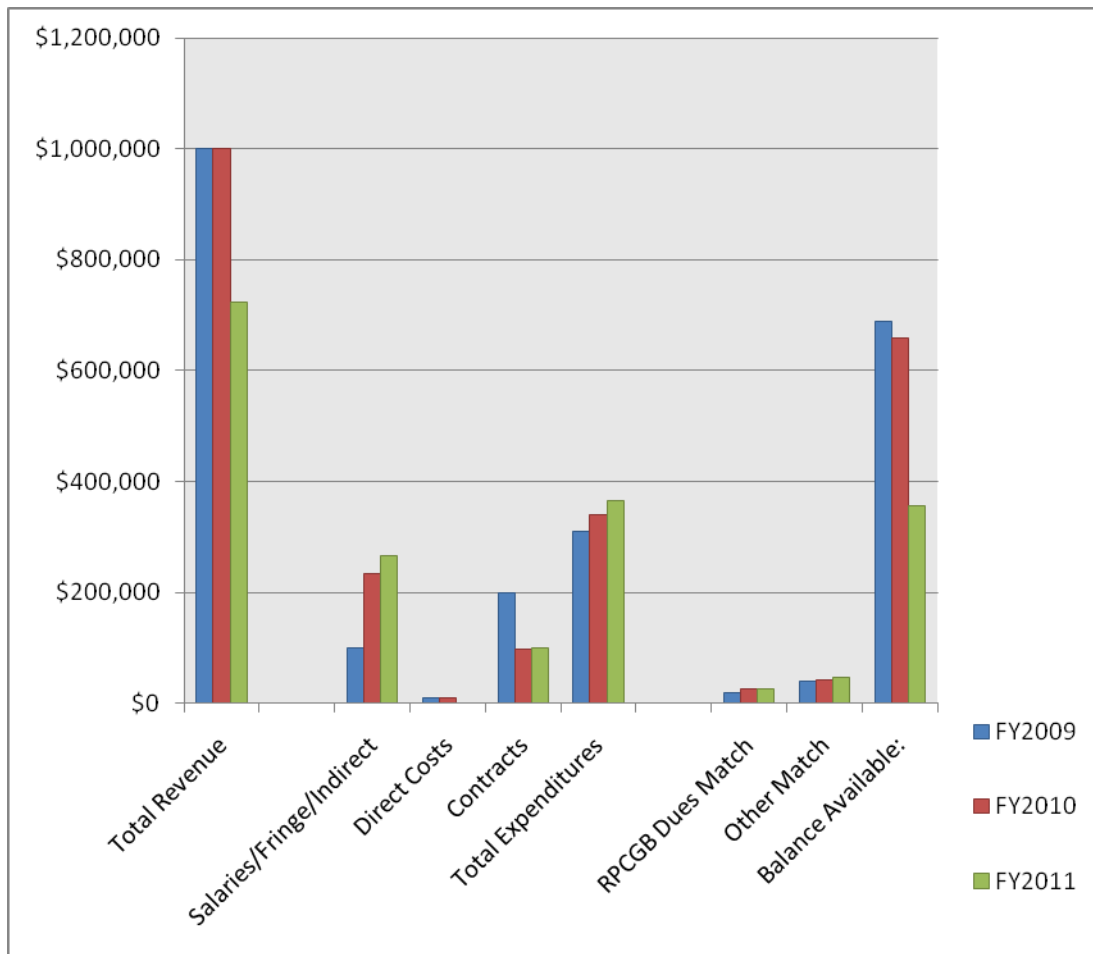
Initial applications and projects developed with local governments in 2007. Fee agreements approved in FY 2008 by ALDOT. Projects complete or underway through FY 2010 include the following:

- A. Highland Park Neighborhood Assessment and Zoning Code Review.
- B. City of Vestavia Hills Zoning Ordinance and Subdivision Regulations Update.
- C. City of Vestavia Hills Cahaba Heights Neighborhood Plan.
- D. City of Graysville Form Based Codes.
- E. City of Calera Comprehensive Plan Update.
- F. City of Fairfield Comprehensive Plan
- G. City Center One-Way Street Conversion Study.
- H. City of Bessemer Transportation/Transit Plan, Master Plan Update, Form Based Code Overlay.
- I. City of Chelsea Major Street Plan, Zoning Ordinance and Subdivision Regulations Update.
- J. City of Leeds Update Master Plan and Major Street Plan.

- K. Strategic Plan for Implementation of the Five Mile Creek Trail Location Study.
- L. Birmingham/Fountain Heights 16<sup>th</sup> Street Corridor Design Plan.
- M. City of Irondale U.S. 78 Corridor Study.
- N. City of Birmingham Collegeville Plan and Access Study.

**Surface Transportation Program (STP) - Building Communities  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$1,000,000	\$1,000,000	\$722,500
Expenses:	Salaries/Fringe/Indirect	\$100,638	\$233,151	\$266,584
	Direct Costs	\$10,000	\$10,000	\$0
	Contracts	\$200,000	\$98,000	\$100,000
	Total Expenditures	\$310,638	\$341,151	\$366,584
Match:	RPCGB Dues Match	\$20,128	\$25,315	\$26,658
	Other Match	\$40,000	\$42,915	\$46,658
Balance:	Balance Available:	\$689,362	\$658,849	\$355,916



**Congestion Mitigation Air Quality (CMAQ) - Air Quality Planning**  
**(Outreach Activities)**

**Project Manager:**

Mr. Scott Tillman, Director of Operations

***Project Manager's Goal: Increase coordination between all the partners to maximize the effectiveness of the air quality program to increase emission reduction.***

**Program Description**

Total Revenue Available is \$1,325,000. This funding provides for staffing, contracts with partners and marketing of the Air Quality program. A match is not required. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$174,597.

**Major Objectives**

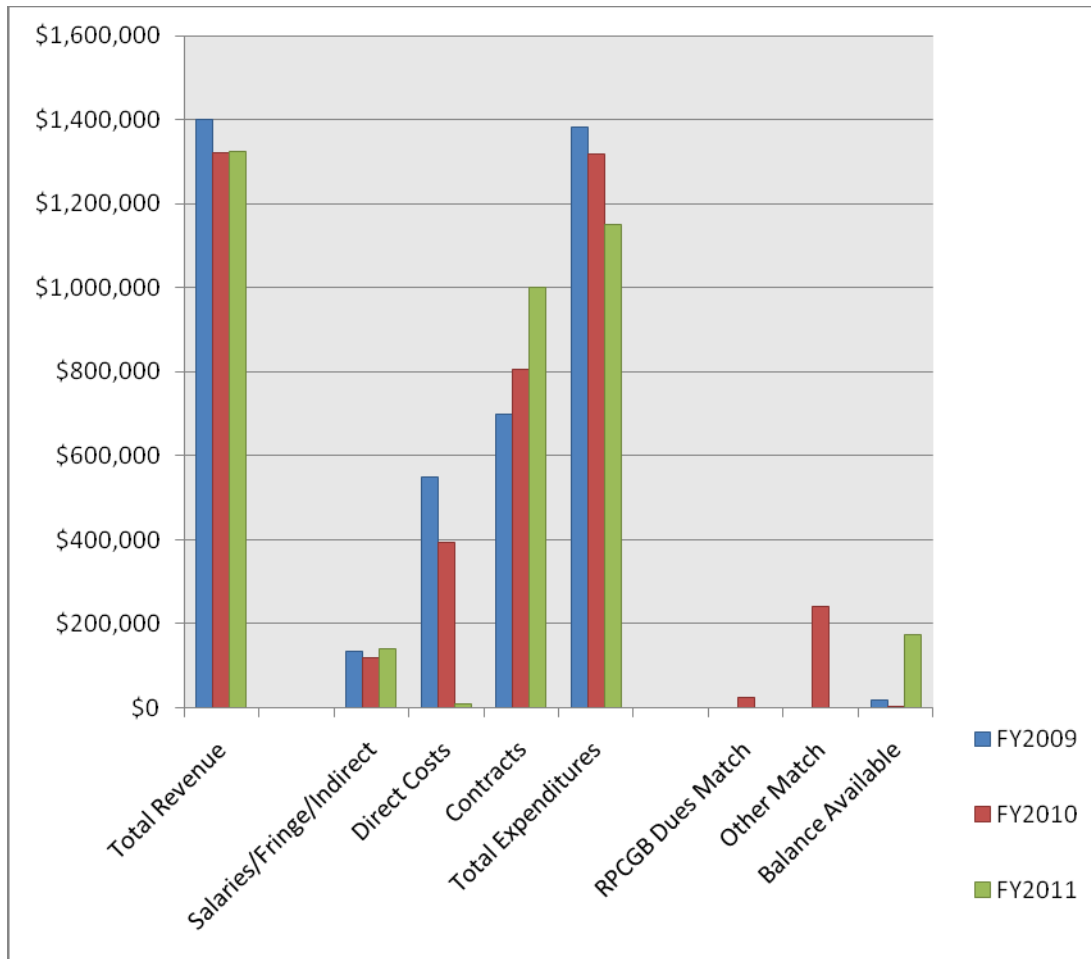
To achieve and maintain compliance with the national air quality standards in the Birmingham nonattainment area of Jefferson and Shelby Counties, to protect and improve public health, and to minimize the economic impacts on existing businesses and support economic growth consistent with clean air goals.

**2009-2010 Fiscal Year Accomplishments**

- Redesigned the Alabama Partners for Clean Air website to make it more user friendly
- Conducted a media campaign that focused on educating commuters about using alternate modes of travel instead of single occupancy vehicle travel. The campaign also highlighted the benefits of ridesharing in reducing congestion and improving air quality
- Emission testing has been performed on over 3,000 vehicles with over 400 qualifying for repairs. Of those qualified over 200 have been repaired
- To increase awareness of air quality alert days and actions to take on those days a campaign on Al.com was conducted
- Over 75 public events have been attended to educate the general public about air quality and actions they can take to improve air quality. This awareness program has reached over 5,000 individuals
- Over 50 businesses were contacted to provide air quality information to their employees
- Over 70,000 students in Jefferson and Shelby counties received air quality educational materials
- Idle-Free Zones were established in over 85% of schools in Jefferson and Shelby counties
- 2008-2009 Annual Report –  
<http://alabamacleanair.org/about-us/>

**Congestion Mitigation Air Quality (CMAQ) Air Quality Planning  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$1,400,000	\$1,320,000	\$1,325,000
Expenses:	Salaries/Fringe/Indirect	\$132,741	\$117,654	\$140,403
	Direct Costs	\$550,000	\$395,000	\$10,000
	Contracts	\$700,000	\$805,762	\$1,000,000
	Total Expenditures	\$1,382,741	\$1,318,416	\$1,150,403
Match:	RPCGB Dues Match	\$0	\$23,531	\$0
	Other Match	\$0	\$240,152	\$0
Balance:	Balance Available	\$17,259	\$1,584	\$174,597



## **State Transportation Planning (STP) - Congestion Management Process**

### **Project Manager**

Mr. Harry He, Transportation Engineer

***Project Manager's Goal: The goal is to collect the traffic counts and travel speeds in the Birmingham major transportation facilities that are needed to provide decision makers and the public information about the performance of the transportation system and also to assess the effectiveness of implemented congestion mitigation projects.***

### **Program Description**

Total Revenue Available is \$150,000. This funding provides for third party consultant. A dues match is not required but a cash match of \$30,000 will be used. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$0.00.

### **Major Objectives**

To establish a Regional Data Clearinghouse for the purpose of collecting and sharing data in order to monitor the transportation system as part of the Birmingham Regional CMP. To coordinate Incident Management Functions (IMF) across the Birmingham Metropolitan Planning Area for the purpose of better managing and mitigating congestion along the region's interstate and arterial roadway system.

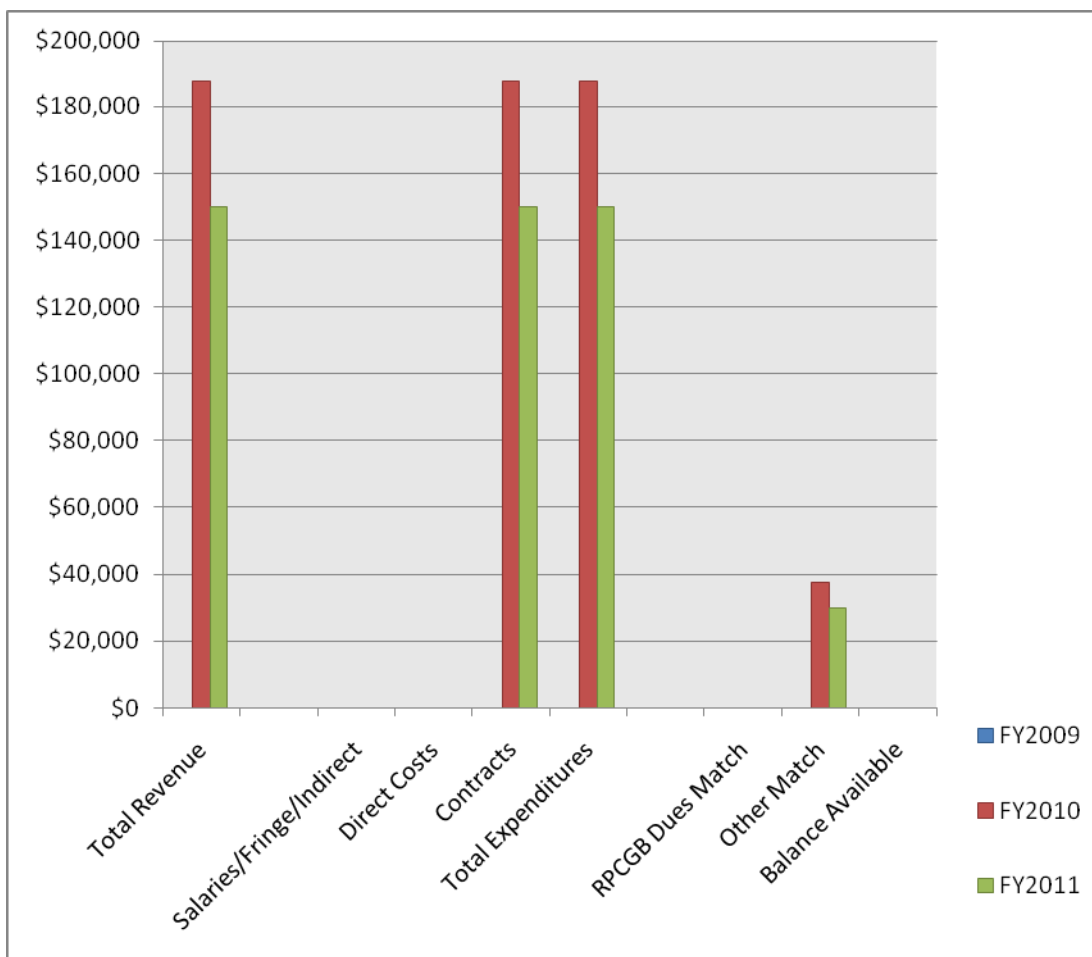
### **2009-2010 Fiscal Year Accomplishments**

The Birmingham CMP was completed in December 2008. Throughout FY 2010 (Oct. 2009 – Sept 2010), the Birmingham MPO continued update and maintain critical data. This included corridor specific travel times, and both corridor specific and area wide traffic counts. During FY 2010, the Birmingham MPO also formally initiated a Congestion Management Committee (CMC). The CMC is comprised of five working groups, each of which has been assigned the task of developing and maintaining an area of the congestion management process. The Birmingham MPO also began working in earnest on establishing the Birmingham Regional Transportation Data Center. Work on the transportation data center included organizing historic traffic counts and travel time information, identifying alternate/supplemental sources of transportation data, securing analytical software, and performing research to assess the efficacy of using electronic probe data versus traditional floating car data.



**State Transportation Planning (STP) - Congestion Management Process  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$0	\$187,500	\$150,000
Expenses:	Salaries/Fringe/Indirect	\$0	\$0	\$0
	Direct Costs	\$0	\$0	\$0
	Contracts	\$0	\$187,500	\$150,000
	Total Expenditures	\$0	\$187,500	\$150,000
		\$0		
Match:	RPCGB Dues Match	\$0	\$0	\$0
	Other Match	\$0	\$37,500	\$30,000
Balance:	Balance Available	\$0	\$0	\$0



**Federal Transit Administration (FTA) 5316/5317**  
**Public Transportation - Coordinated Human Service Planning**

**Project Manager**

Ms. Laurel Land, Coordinated Human Services Planner

***Project Manager's Goal: Coordination of human service transportation will help to ensure equal and full access to opportunities and services by all citizens of the region.***

**Program Description**

Total Revenue Available is \$78,600. This funding provides for RPCGB staffing. A match is not required. Balance available for carry forward to FY2010 equals total revenue available less total programmed expenses and is \$12,656.

**Major Objectives**

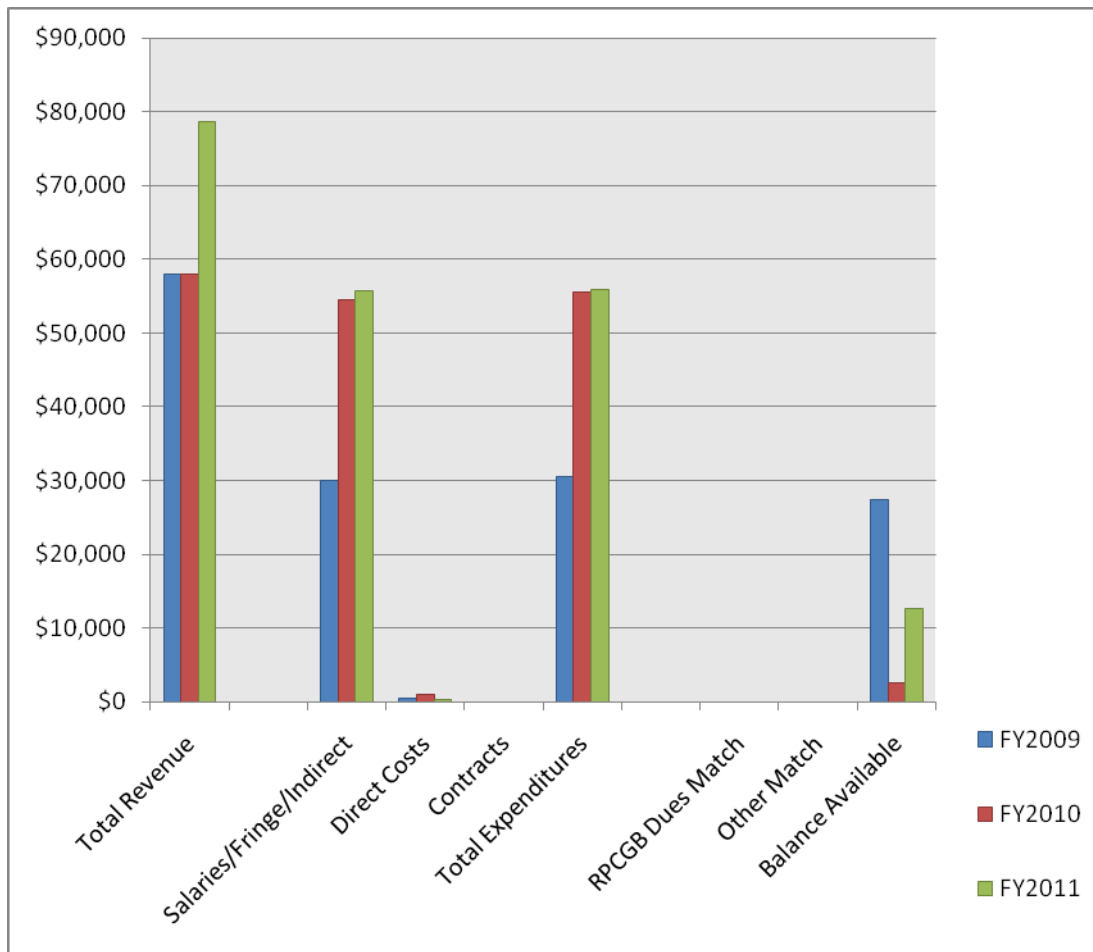
To develop and maintain a Coordinated Human Service Transportation Plan that identifies strategies for improving mobility and access for transportation disadvantaged individuals.

**2009-2010 Fiscal Year Accomplishments**

Assisted in the selection and funding of projects that qualify for 5316/5317 funding sources. The selection process included reviewing applications and presenting recommendations to the Coordinated Human Service Committee. The approved projects then were presented to the MPO. Additional tasks include implementing and monitoring projects approved from previous years. Previous projects include transportation voucher program and vehicle procurement for various organizations.

**Federal Transit Administration (FTA) 5316/5317  
Public Transportation - Coordinated Human Service Planning  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$58,000	\$58,000	\$78,600
Expenses:	Salaries/Fringe/Indirect	\$30,037	\$54,479	\$55,694
	Direct Costs	\$500	\$1,036	\$250
	Contracts	\$0	\$0.00	\$0.00
	Total Expenditures	\$30,537	\$55,515	\$55,944
Match:	RPCGB Dues Match	\$0	\$0	\$0
	Other Match	\$0	\$0	\$0
Balance:	Balance Available	\$27,463	\$2,485	\$12,656



## **Federal Transit Administration (FTA) 5310 – Elderly and Disabled Transportation**

### **Project Manager**

Ms. Laurel Land, Coordinated Human Services Planner

***Project Manager's Goal: Address the mobility needs of elderly and disabled through the use of the Birmingham Paratransit Consortium.***

### **Program Description**

Total Revenue Available is \$118,750. This funding provides for RPCGB staffing. A dues match of \$19,985 is required. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$18,827.

### **Major Objectives**

The RPCGB will act as the administrator of the Section 5310 program for the Birmingham Urbanized Area and will be responsible for the following:

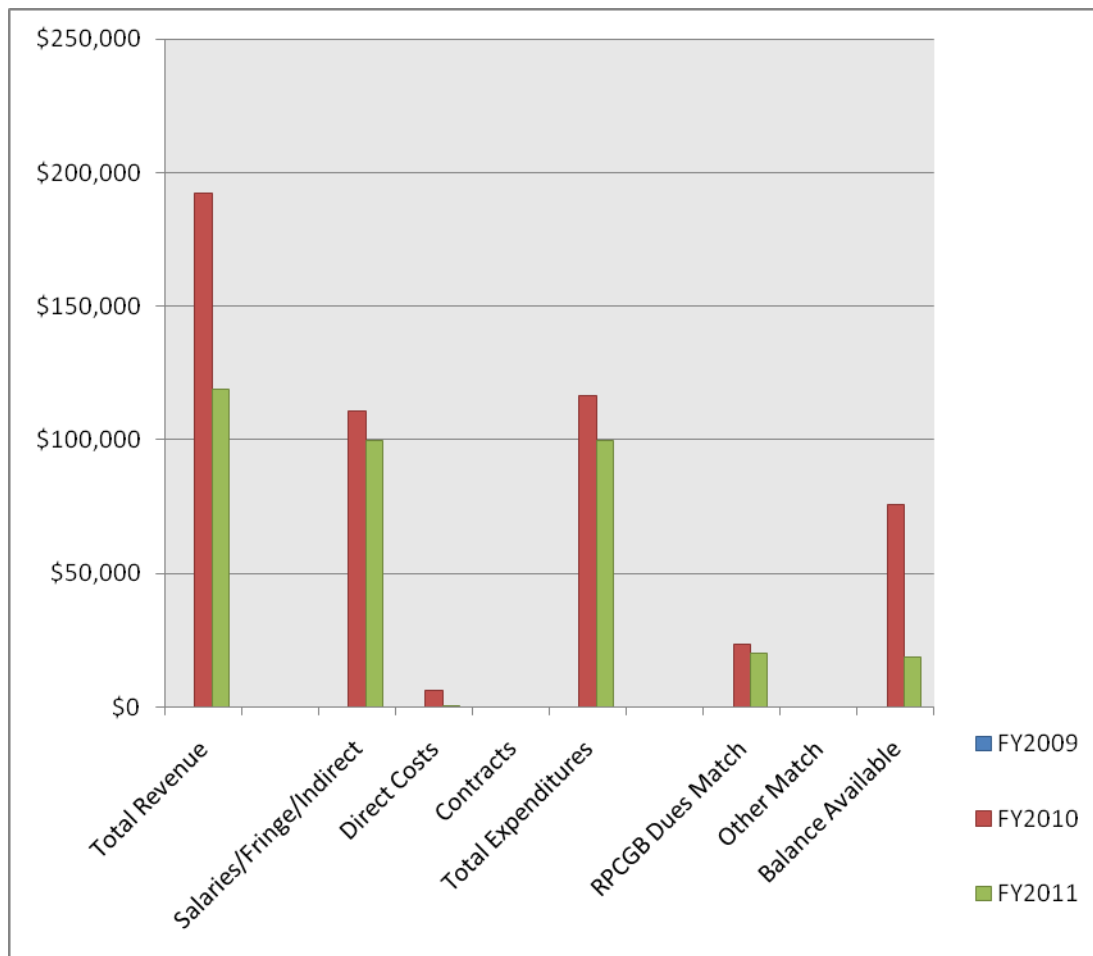
1. Developing and updating the Coordinated Human Services Transportation Plan through a process that includes representatives of public, private, and non-profit transportation and human services providers and participation by the public.
2. Certifying that projects selected for funding under Section 5310 are in compliance with the Coordinated Human Services Transportation Plan.
3. Submitting reports and other reporting requirements required by FTA under the Section 5310 program funding.
4. Submitting monthly and annual National Transit Database (NTD) reports.
5. Verifying the annual budget for Section 5310 expenditures and ensuring that no more than 10 percent of funds received under Section 5310 are allocated for the purpose of administration. RPCGB will also determine, in consultation with ClasTran and BJCTA, how the 10 percent for administration is divided between the three parties.
6. Reviewing monthly invoices submitted by ClasTran. After approval of monthly invoice, RPCGB will forward to BJCTA for payment.
7. Approving ClasTran's service contracts with transportation providers.
8. Ensuring that services provided under Section 5310 are consistent with the regulations and are within the Birmingham Urbanized Area.
9. Ensuring that services provided under Section 5310 meet FTA's measurable goals of filling gaps in service with "provision of transportation options that would not otherwise be available for older adults and individuals with disabilities" and increasing ridership (FTA Circular 9070.1F, p.II-2). This includes working to expand transportation options for a variety of needs.
10. Ensuring all Section 5310 projects approved by the MPO are included in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP).

**2009-2010 Fiscal Year Accomplishments**

Programmed FTA 5310 grant funds in the TIP for FY 2010 according to the objectives outlined.

**Federal Transit Administration (FTA) 5310 – Elderly and Disabled Transportation  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$0	\$192,500	\$118,750
Expenses:	Salaries/Fringe/Indirect	\$0	\$110,567	\$99,673
	Direct Costs	\$0	\$6,000	\$250
	Contracts	\$0	\$0.00	\$0.00
	Total Expenditures	\$0	\$116,567	\$99,923
		\$0		
Match:	RPCGB Dues Match	\$0	\$23,313	\$19,985
	Other Match	\$0	\$0	\$0
Balance:	Balance Available	\$0	\$75,933	\$18,827



## **Economic Development Administration (EDA)**

### **Project Manager**

Mr. Ray Morris, Deputy Executive Director

*Project Manager's Goal: To become more proactive in the region in terms of development and growth through the provision of technical assistance, service as an advisory agency, and facilitation of regionally-scoped initiatives."*

### **Program Description**

Total Revenue Available is \$106,000. This funding provides for RPCGB staffing and support of the Comprehensive Economic Development Strategy (CEDS). It contributes to the support of the Revolving loan Fund (RLF). A dues match is not required but a cash match of \$53,000 will be used. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$3,036.

### **Major Objectives**

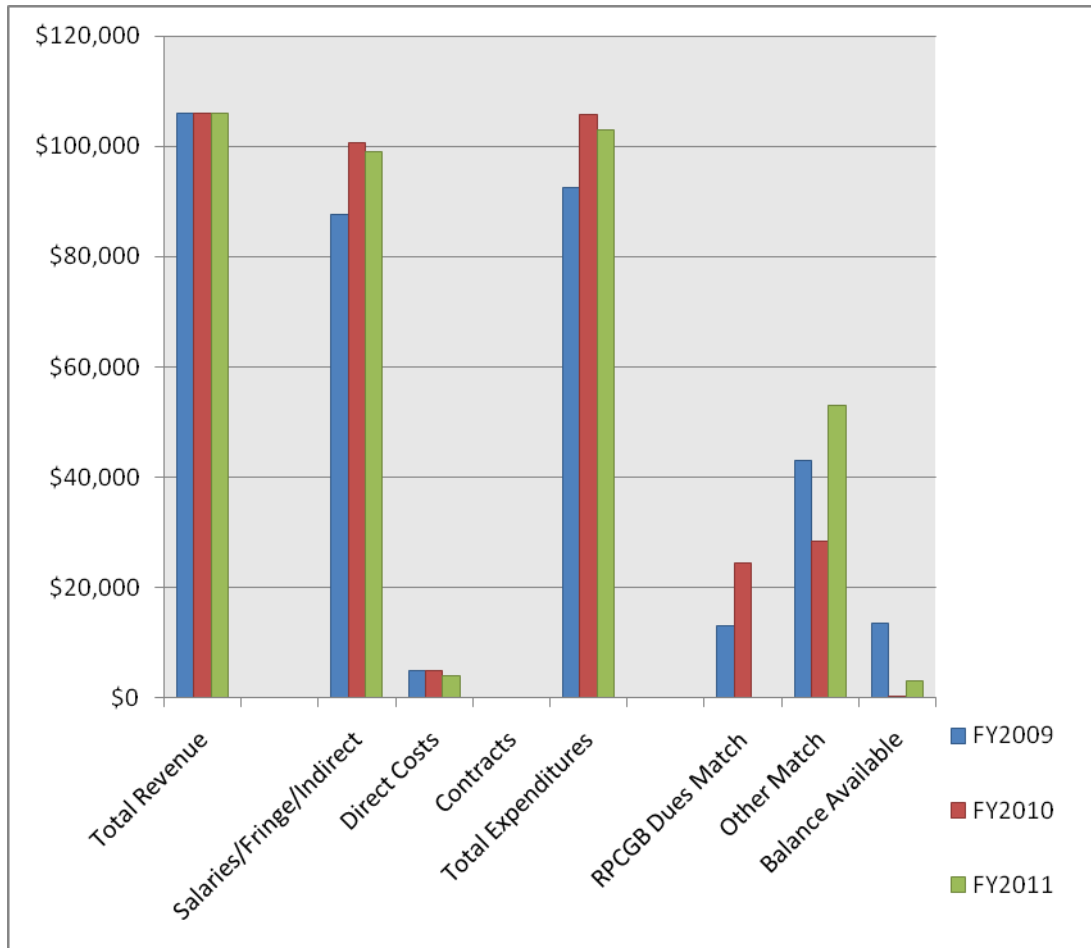
This funding supports the development, implementation, revision or replacement of comprehensive economic development strategies (CEDS), and for related short-term planning investments and State plans designed to create and retain higher-skill, higher-wage jobs, particularly for the unemployed and underemployed in the nation's most economically distressed regions.

### **2009-2010 Fiscal Year Accomplishments**

- Grant/loan assistance provided to:
- City of Leeds (grant management and closeout for EDA funding)
- Coosa Valley Water Supply District (pending EDA application)
- Innovation Depot (application for EDA funds)
- City of Fairfield (various grants, primarily submission to EDA)
- Regional Energy Efficiency and Conservation Block Grant submission and award for St. Clair, Bibb, Blount, Chilton, and Walker Counties
- Conducted an informative session on grant-writing basics for member governments and local economic development groups and nonprofits.
- Provided support to the Birmingham Business Alliance Existing Business Team.
- Provided support to the Governor's Region 4 Workforce Development Council.
- Aided in the formation of Main Street Alabama.
- Aided in scoping and development of the Statewide Comprehensive Economic Development Strategy.
- Provided assistance to various small businesses.
- Served as an information clearinghouse for various grant opportunities.

***Economic Development Administration (EDA)  
Budget Comparison for Fiscal Years 2009, 2010 and 2011***

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$106,000	\$106,000	\$106,000
Expenses:	Salaries/Fringe/Indirect	\$87,526	\$100,718	\$99,064
	Direct Costs	\$5,000	\$5,000	\$3,900
	Contracts	\$0	\$0	\$0
	Total Expenditures	\$92,526	\$105,718	\$102,964
Match:	RPCGB Dues Match	\$13,000	\$24,549	\$0
	Other Match	\$43,000	\$28,310	\$53,000
Balance:	Balance Available	\$13,474	\$282	\$3,036





## **Appalachian Regional Commission (ARC) / State Technical Assistance (TA)**

### **Project Manager**

Mrs. Yvonne Murray, Economic Development Specialist

***Project Manager's Goal: The goal for fiscal year 2010 is maximizing the use of ARC and State Technical Assistance Funds beyond the levels attained in 2009 and increase of service levels.***

### **Program Description**

Total Revenue Available is \$215,300. This funding provides underwriting the costs of RPCGB staff assisting local governments with technical information. A dues match is not required but a cash match of \$104,013 will be used. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and is \$7,274.

### **Major Objectives**

This funding supports the provision of technical assistance to county and municipal governments within RPC's six-county planning area which includes Blount, Chilton, Jefferson, St. Clair, Shelby and Walker Counties with the development, adoption and implementation of various community planning projects. The funds will provide these public entities assistance with Comprehensive Plans, Area Plans such as Town Center or Employment Centers, Management Tools such as Subdivision Regulations or Zoning Ordinances, Studies and Analyses such as Economic and Retail / Market or Historic Preservation.

### **2009-2010 Fiscal Year Accomplishments**

- Irondale: Completed transportation and commercial assessment
- Thorsby: Completed Zoning Ordinance and Subdivision updates
- Argo: Underway with Land Use Plan adoption and Zoning Ordinance
- Blount: Completed Retail Market Opportunity Analysis underway
- St. Clair: Completed Retail Market Opportunity Analysis (Moody and Pell City)
- Graysville: Underway with Master Plan update
- Pinson: Completed Subdivision Regulations, Zoning Ordinance
- Vestavia Hills: Completed Capital Improvements Plan
- Blount: Completed Rural Road Improvement Plan
- Chelsea: Completed Zoning and Subdivision Regulations update
- Bessemer: Completed Smart Code Overlay
- Blount: Retail gap analysis reports for the Hayden/Smokerise area - Cynthia Wingo
- Blount: Produced data and demographic report for Hayden area - Charles Carr
- Blount: Letter of Concurrence for Hamilton Mountain Abandoned Mine Reclamation Project in Blount County
- Blount: Provided economic data - Chris Green
- Adamsville: Hazelwood Road Sidewalk Project
- Bessemer: Loan program information - Devron Veaslery

- Bessemer: Packaging Building Information - Jeff Traywick
- Birmingham: Developed high gloss pamphlet for Carraway Hospital property - Maxine Parker
- Birmingham: Provided Central City neighborhood maps
- Birmingham: Highland Park Traffic Calming Field Trip
- Birmingham: Highland Park Traffic Calming Plan Conference Call
- Fairfield: High Line Rail-Trail Meeting and Field Trip
- Fairfield: Grant Application
- Fultondale: CSX Rail-Trail Acquisition Coordination Meeting
- Graysville: Phone Call with Kathy Dumas regarding Form Based Code resolution and ordinance
- Homewood: Columbiana Road Sidewalk Project Lunch Meeting
- Homewood: Homewood Bikeways and Walkways Field Trip
- Homewood: Letter of Concurrence for Safe Routes to School Application
- Irondale: Interview Developers for Irondale Project
- Irondale: Meeting with Irondale Finance Officer on Redevelopment Plan
- Leeds: Leeds Elementary Walk-Our-Kids-to School Day Event
- Leeds: Letter of Concurrence for Safe Routes to School Application
- Leeds: Meeting with the City of Leeds Planning Commission to discuss the first installment of the draft master plan
- Leeds: Alabama Communities of Excellence Strategic Planning Session with the City of Leeds
- Leeds: Leeds City Council Work Session on the draft of the first installment of the master plan
- Leeds: Grant Reporting Assistance - Frank Spencer
- Leeds: Grant Management - Cricket Ford
- Leeds: Grant Reporting Assistance - Cricket Ford
- Pinson: Meeting with the City of Pinson Planning Commission on continued development of new Zoning Code and Subdivision Regulations
- Trussville: Provided NAIP imagery for mapping
- Vestavia Hills: Letter of Concurrence for Safe Routes to School Application
- Vestavia Hills: Columbiana Road Sidewalk Project Lunch Meeting
- Jefferson: Grant Assistance Maurice Myers
- Jefferson: Information on CEDS related to Clay/Pinson
- Regional: Provided population profile report for selected census tracts - Freshwater Land Trust
- Regional: Provided mapping for region's rural statistical areas definitions - Census Bureau
- Regional: BBA Provided commuting maps and data - Victor Brown
- Regional: UWCA Provided a map for use in a grant application
- Regional: Energy Forum Dinner with EPA Region 4 Administrator at BBG
- Regional: Interagency Consultation on Proposed Norfolk Southern Intermodal Facility in McCalla
- Calera: Letter of Concurrence for Safe Routes to School Application

- Calera: City Council Public Hearing on Subdivision Regulations
- Chelsea: Meeting with the Shelby County highway department on Chelsea Street Plan
- Chelsea: Meeting with the Chelsea Planning Commission to begin the development of a Smart Code Zoning Code for the City of Chelsea
- Helena: Letter of Concurrence for Safe Routes to School Application
- Argo: Meeting with the Town of Argo Planning Commission on continued development of new code
- St. Clair: Grant Application -Mike Walraven
- Cordova: Provided sample of residential infill district for zoning ordinance - Fred Porter
- Parish: Provided city parcel maps
- Walker: Letter of Concurrence for Sloss II Abandoned Mine Reclamation Project in Walker County
- Jefferson: Participated in meeting with local legislator, Alabama Department of Economic and Community Affairs and Birmingham-Jefferson County Transit Authority concerning transit grant opportunities.
- Birmingham: Participated in selection group for consultant services for a Federal Transit Administration grant by the City of Birmingham.
- Regional: Developed fact sheets on transportation issues for local legislator.
- Jefferson: Met with vice-chairman of the state land bank authority to provide guidance on housing redevelopment of vacant properties.
- Pelham: Developed summary of land use and transportation recommendations along U.S. 31
- Regional: Attended Governmental Affairs Committee meeting of the Birmingham Regional: Business Alliance; provided guidance on federal transportation policy positions.
- Center Point: Met with representatives to provide guidance on implementing greenway grant that has been received.
- Regional: Participated with local and regional governments in development of funding partnerships for intercity rail.
- Regional: Participated in scoping session with environmental resource agencies for a U.S. 280 corridor transportation project.
- Shelby County: Met with Shelby County Education Board to provide employer listings for student career development.
- Birmingham: Met with City of Birmingham and ALDOT concerning implementation of Recovery Act transportation project.
- Birmingham: Met with Birmingham City Council aide concerning grant opportunities for neighborhood projects.
- Birmingham: Attended a meeting of the Birmingham Sustainability Group concerning complementary RPCGB planning activities.
- Vestavia Hills: Attended Vestavia Council meeting concerning land use and transportation development issues in the U.S. 280 corridor.
- Regional: Attended editorial board meeting of the Birmingham Business Journal

concerning community and regional planning issues.

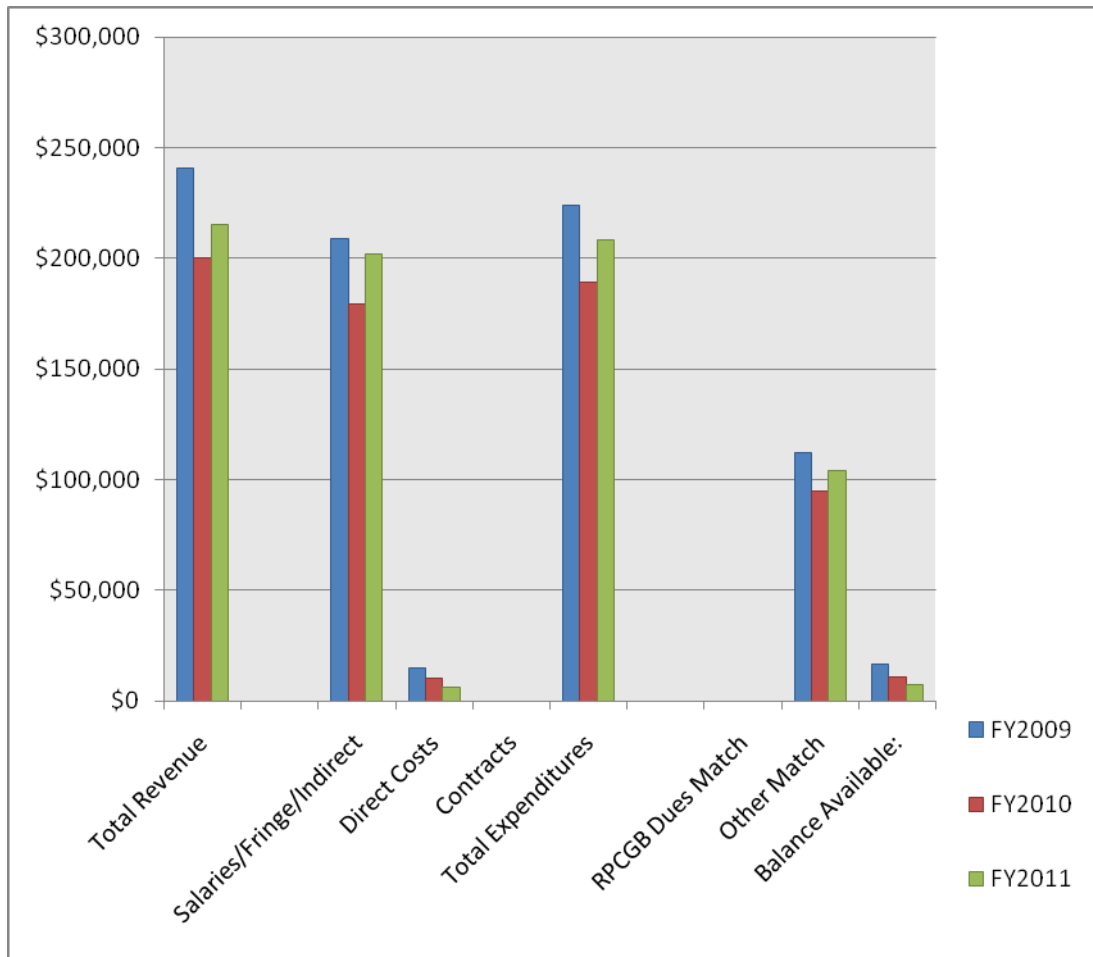
- Vestavia Hills: Data request: traffic counts
- Birmingham: Data request: traffic counts (4)
- Regional: Alabama Department of Environmental Management Data request Vehicle Miles Traveled
- Jefferson: Parcel Map updating
- Regional: Researched Alabama Land Bank legislation
- Birmingham: Researched NSP Grants
- Fairfield: Discuss Alabama Land Bank with Vincent Smith, Fairfield City Council
- Regional: Meeting to discuss Auburn University MLA Program
- Graysville: Telephone call and email communication with Mayor
- Leeds: Created map for city to use during Indy Car Race
- Birmingham: Meeting with Neighborhood Association and Presentation of Corridor Plan - Fountain Heights
- Birmingham: Revolving Loan Fund loan application interview
- Regional: Data review - Sam Addy – CBER
- St. Clair: Grant paperwork - Kellie Long
- Regional: Grant review session – GOWD
- Regional: Info request – NSR
- Leeds: Grant management - Leeds Water Works Board
- Regional: Grant application review - Main St. Alabama
- Jemison: Hazard mitigation funding
- North Johns: Funding scoping
- Regional: Letter of support for recycling program - Alabama Environmental Council
- Shelby: Grant information request - Reggie Holloway
- Regional: Soil mapping
- Pell City: Zoning updates
- Mt. Brook: GIS Technical Assistance
- Birmingham: Robinson Elementary Adaptive Reuse Project Meeting
- Calera: Town Hall meeting
- Birmingham: Briefing of Birmingham Council Committee on public transit issues.
- Jefferson: Briefing of transportation issues with Jefferson County Department of Health Board.
- Birmingham: Briefing of transportation issues with UAB President
- Birmingham: Meeting on discussion of alternative fuel technologies and applicability to Birmingham transit – Alagasco
- Regional: Meeting with Birmingham Jefferson Convention Center Board on transportation issues.
- Regional: Meeting with Veteran's Administration officials concerning regional transit issues.
- Regional: Meeting with Community Foundation board concerning regional transit issues.
- Birmingham: Provision of grant information to Birmingham City Council on potential neighborhood planning programs Councilor Parker

- Center Point: Scoping of potential project in Center Point for Building Communities Implementation funding
- Parrish: Meeting in Parrish concerning RPCGB community planning services - Mayor and City Clerk
- Hoover: Provided letter of support for U.S. DOT grant application by the City of Hoover.
- Regional: Birmingham Business Alliance data request: Transit data and congestion
- Regional: Birmingham Business Alliance 2035 project info
- Hoover: Transportation modeling runs and emissions comparison for Hoover TIGER grand projects
- Regional: Birmingham Business Alliance ITP maps 2035 RTP project information
- Blount: Traffic info
- Regional: US Census PSAP geographic verification - William Curry
- Pinson: Annexation mapping
- Pinson: Site analysis mapping
- Shelby: Company database
- Regional: Housing Enterprise of Central Alabama Neighborhood mapping Tabitha Lacey
- Birmingham: City profile report
- Regional: US Census BAS followup
- Regional: UAB Census Complete Count Committees
- Regional: State of Alabama TRI Program data
- Regional: UWCA SB6 program mapping
- Bessemer: Airport map
- Regional: UWCA SX6 Center mapping
- Birmingham: Demographic and socioeconomic estimates by block group
- Pinson: Area mapping
- Jefferson: GIS data from RTP 2035 for Nick Sims
- McCalla: Incorporation process data
- Birmingham: Demographic and socioeconomic estimates by block group - Michael Ward
- McCalla: Population estimate calculations for annexation/ mapping - Jeremy Wright
- Regional: Jefferson County Department of Health: Air Quality monitoring GIS data
- Birmingham: Birmingham City estimates Virginia Willaims
- Regional: UWCA HUD Counseling Centers map Courtney Newton
- Shelby: GIS data request Scott Holladay
- Jefferson: BJCTA GIS data request
- Regional: SELCL GIS data request Philip Womble
- Regional: UWCA AFI Applicant map Courtney Newton
- Regional: UWCA SX6 Center mapping changes Courtney Newton
- Regional: Housing Enterprise of Central Alabama Area mapping Tabitha Lacey
- Blount: County profile estimates Judge Standridge
- Cordova: Zoning opinion Fred Porter
- Regional: Nature Conservancy GIS data request Chris Oberholster

- Regional: Housing Enterprise of Central Alabama Neighborhood profile report Tabitha Lacey
- Birmingham: Mission Birmingham GIS data request Kevin Moore
- Birmingham: City Council profile report Michael Ward
- Regional: CBER GIS data request Kathleen Gabler
- Birmingham: Mission Birmingham GIS data request Robert Brandon
- Birmingham: Estimates calculations Mary Allison Haney
- Blount: Estimates calculations Buddy Aydelette
- Regional: BBA Project Status information request Barry Copeland
- Regional: BBA Traffic data request Michael Shattuck
- Birmingham: Project info request Tracy Hayes
- Birmingham: The Johnson Group Airport Air Quality info, e-mail Valton Johnson
- Birmingham: Project map and lists Tracey Hayes
- Shelby: Functional classification map Scott Holladay
- Regional: BBA Northern Beltline map Alison Howell
- Shelby: E-mail traffic info, functional classification map Eric Womack

**Appalachian Regional Commission (ARC)/State Technical Assistance (TA)  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$240,800	\$200,000	\$215,300
Expenses:	Salaries/Fringe/Indirect	\$209,132	\$179,380	\$202,026
	Direct Costs	\$15,000	\$10,000	\$6,000
	Contracts	\$0	\$0	\$0
	Total Expenditures	\$224,132	\$189,380	\$208,026
Match:	RPCGB Dues Match	\$0	\$0	
	Other Match	\$112,066	\$94,690	\$104,013
Balance:	Balance Available:	\$16,668	\$10,620	\$7,274



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

### **Project Manager**

Mr. Ray Morris, Deputy Executive Director

***Project Manager's Goal: To increase awareness of program and increase number of loans made.***

### **Program Description**

Total Revenue Available is \$65,000. This funding is used to maintain the financial records, assistance with underwriting loans and staffing. A match is not required. Balance available for carry forward to FY2012 equals total revenue available less total programmed expenses and it \$331.

### **Major Objectives**

This funding provides for staff support for the Revolving Loan Fund which includes the operational and fiduciary responsibilities of the RLF. The amount of available funds will be increased and marketing activities will be conducted to increase the awareness of this program.

### **2009-2010 Fiscal Year Accomplishments**

- ARC funding of \$200,000 was obtained.
- A new \$1,000,000 fund was created for energy efficiency and retrofit projects in Bibb, Blount, Chilton, St. Clair, and Walker Counties, through a grant from the Department of Energy and ADECA.
- An Accounts Receivable Loan program was established in conjunction with local incubators (primarily the Innovation Depot) to serve small businesses. Almost \$300,000 has been loaned out and paid back through this program of short-term loans. Approximately 130 jobs have been retained. Approximately \$3.2 million in receivables and capital were leveraged
- Monthly reports are submitted to the Finance Committee for review.

The following loans continue to be serviced:

- Jemison Auto Parts
- Industrial Maintenance & Fabrication, Inc.
- Cabinet Components, Inc.
- JLR. LLC
- Dorsky Properties
- ThermaSteel Systems, LLC
- Max Coating, Inc.
- Alabama Physician's Assistants on Call, LLC
- United Textiles

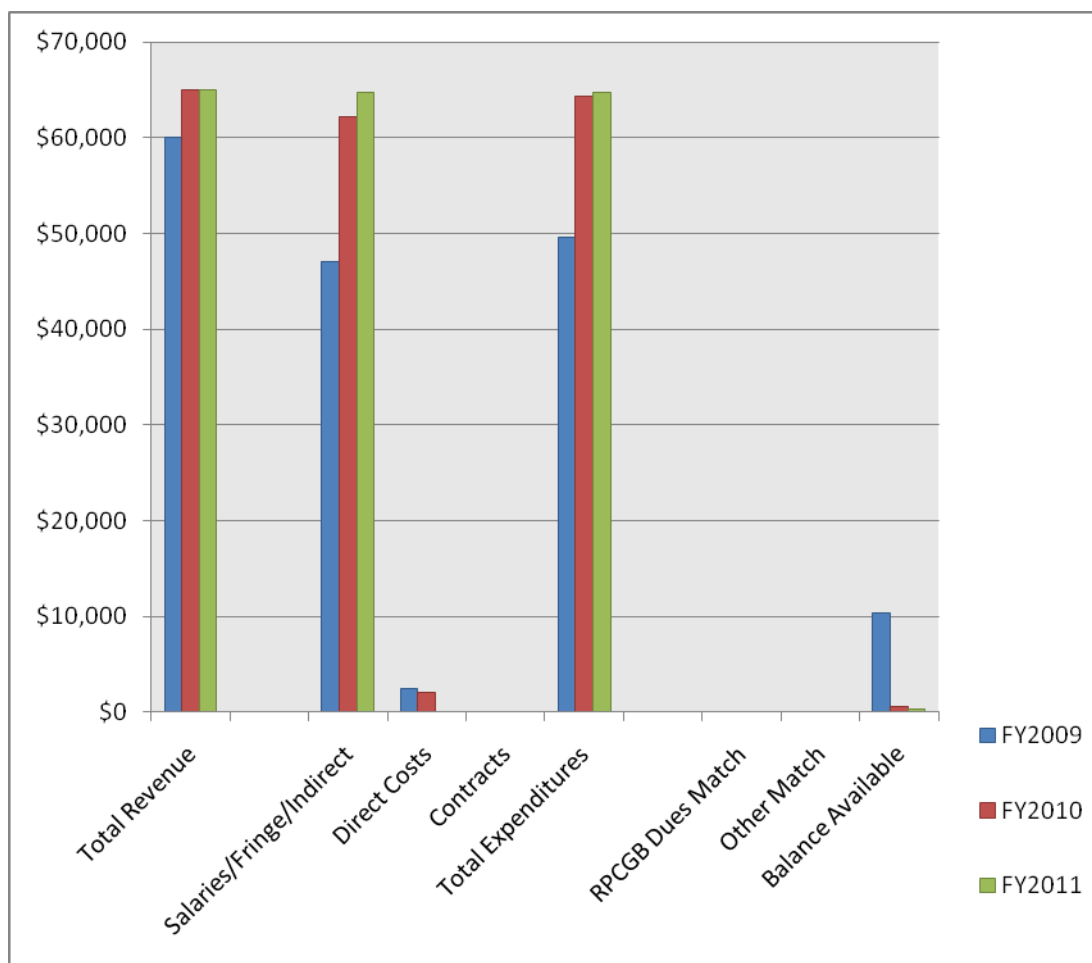


The following were new loans made:

- BioGX
- J2F
- BioDtech
- Alabama Skin Technologies
- Highland Legal Media
- Sanguard Security
- Choice Research of Birmingham

**Revolving Loan Fund (RLF) Administration  
Budget Comparison for Fiscal Years 2009, 2010 and 2011**

Budget Year:		FY2009	FY2010	FY2011
Revenue:	Total Revenue	\$60,000	\$65,000	\$65,000
Expenses:	Salaries/Fringe/Indirect	\$47,071	\$62,241	\$64,669
	Direct Costs	\$2,500	\$2,100	\$0
	Contracts	\$0	\$0	\$0
	Total Expenditures	\$49,571	\$64,341	\$64,669
Match:	RPCGB Dues Match	\$0	\$0	\$0
	Other Match	\$0	\$0	\$0
Balance:	Balance Available	\$10,429	\$659	\$331



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## **Appendix A :    Glossary of Terms and Acronyms**

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**Access Management:** Control and regulation of the spacing and design of driveways, medians, median openings, traffic signals and intersections on arterial roads to improve safe and efficient traffic flow on the road system.

**Air Quality Conformity:** Link between air quality planning and transportation planning

**Allocation:** An administrative distribution of funds for programs that do not have statutory distribution formulas.

**Alternative Fuels:** The Energy Policy Act of 1992 defines alternative fuels as methanol, denatured ethanol, and other alcohol; mixtures containing 85 percent or more (but not less than 70 percent as determined by the Secretary of Energy by rule to provide for requirements relating to cold start, safety, or vehicle functions) by volume of methanol, denatured ethanol, and other alcohols with gasoline or other fuels. Includes compressed natural gas, liquid petroleum gas, hydrogen, coal-derived liquid fuels, fuels other than alcohols derived from biological materials, electricity, or any other fuel the Secretary of Energy determines by rule is substantially not petroleum and would yield substantial energy security and environmental benefits.

**Americans with Disabilities Act of 1990 (ADA):** Federal law that requires public facilities (including transportation services) to be accessible to persons with disabilities including those with mental disabilities, temporary disabilities, and the conditions related to substance abuse.

**Analysis of Alternatives:** Understanding how the transportation system and its components work such as information on the costs, benefits and impacts of potential changes to the system.

**Appropriation:** Authorization of funding expenditures from Congress.

**Appropriations Act:** Action of a legislative body that makes funds available for expenditure with specific limitations as to amount, purpose, and duration. In most cases, it permits money previously authorized to be obligated and payments made, but for the highway program operating under contract authority, the appropriations act specifies amounts of funds that Congress will make available for the fiscal year to liquidate obligations.

**Arterial:** A class of roads serving major traffic movements (high-speed, high volume) for travel between major points.

**Average Daily Traffic (ADT):** The number of vehicles passing a fixed point in a day, averaged over a number of days. The number of count days included in the average varies with the intended use of data.

**Alabama Department of Environmental Management (ADEM):** A comprehensive program of environmental management for the state was established in 1982 with the passage by the Alabama Legislature of the Alabama Environmental Management Act. The law created the Alabama Environmental Management Commission and established the Alabama Department of Environmental Management, which absorbed several commissions, agencies, programs and staffs that had been responsible for implementing environmental laws. ADEM administers all major federal environmental laws, including the Clean Air, Clean Water and Safe Drinking Water acts and federal solid and hazardous waste laws. ADEM assumed these responsibilities only after demonstration that state laws and regulations are at least equivalent to federal standards and that the state has matching funds and personnel available to administer the programs.

**Alabama Department of Transportation (ALDOT):** Transportation planning agency for the state of Alabama. ALDOT manages federal and state funding, often applied in combination with local funding, for transportation projects across the state.

**Alabama Partners for Clean Air:** An affiliation of 14 public, private and nonprofit organizations working to implement voluntary strategies that improve air quality in Jefferson and Shelby counties. APCA's goals are to achieve and maintain compliance with national air quality standards, to protect and improve public health, to minimize the economic impacts on existing businesses and support economic growth consistent with clean air goals.

**Attainment Area:** An area considered to have air quality that meets or exceeds the U.S. Environmental Protection Agency (EPA) health standards used in the Clean Air Act. Nonattainment areas are areas considered not to have met these standards for designated pollutants. An area may be an attainment area for one pollutant and a nonattainment area for others.

**Automated Vehicle Locator (AVL):** A device that makes use of the Global Positioning System (GPS) to enable a business or agency to remotely track the location of its vehicle fleet by using the Internet.

**Average Vehicle Occupancy (AVO):** The ratio of person trips to vehicle trips; often used as a criteria in judging the success of trip reduction programs.

**Birmingham Jefferson County Transit Authority (BJCTA):** The public transit agency serving the City of Birmingham and Jefferson County

**Bus Rapid Transit (BRT):** A high speed bus system operated within an exclusive right-of-way. BRT incorporates exclusive transit ways, modern stations, on-board fare collection, high-tech vehicles and frequent service. BRT systems can be built incrementally and designed for vehicles - rather than people - transfer from local bus routes to the high speed lines.

**Capacity:** The maximum traffic flow designation for a segment of roadway or a lane, within the control conditions for that particular segment of roadway or lane, usually expressed in "persons per hour" or "vehicles per hour".

**Clean Air Act Amendments (CAAA):** The 1990 amendments to the federal Clean Air Act which classify non-attainment areas and provide for rules dealing with air pollution in such areas; specifically brought transportation decisions into the context of air quality control.

**Community Impact Assessment:** A process to evaluate the effects of a transportation action on a community and its quality of life. The main areas of emphasis for a Community Impact Assessment are social, economic, land use, aesthetic, relocation and displacement, and civil rights.

**Congestion Mitigation and Air Quality Improvement Program (CMAQ):** A categorical funding program created under ISTEA, which directs funding to projects that contribute to meeting national air quality standards in non-attainment areas for ozone and carbon monoxide.

**Congestion Management Process (CMP) (previously known as Congestion Management System):** A systematic process required under SAFETEA-LU for all TMAs that shall address congestion management through the metropolitan planning process that provides for effective management and operation, based on a cooperatively developed and implemented metropolitan-wide strategy of new and existing transportation facilities eligible for funding under title 23 and chapter 53 of title 49 through the use of travel demand reduction and operational management strategies. The CMP is required under 23 CFR 500.109 and shall include methods to monitor and evaluate the performance of the multi-modal transportation system, identify causes of congestion, identify and evaluate alternative actions, provide information supporting the implementation of actions, and evaluate the efficiency and effectiveness of implementation actions. The CMP is periodically reviewed for efficiency and effectiveness of the implemented strategies, the results of this evaluation shall be provided to decision-makers to provide guidance on selection of effective strategies for future implementation purposes.

**Connector:** Highways, rail lines or waterways that connect hubs and corridors.

**Construction phase of a project (CONST):** The phase of a project after the preliminary environmental and engineering work is completed, where the project is being built and the improvements are prepared for implementation.

**Cooperation:** When parties involved work together to achieve a common goal or objective.



**Coordination:** The comparison of plans, programs and schedules of one agency with related plans, programs and schedules of other agencies or entities with legal standing, and adjustment of plans, programs and schedules to achieve general consistency.

**Controlled Access:** Partial access restriction that gives preference to through traffic. Also provides for connections to selected public routes and to certain other adjacent locations where vehicles can enter or leave a roadway safely without interfering with through traffic.

**Demand Responsive Vehicle (Transit):** A nonfixed-route, nonfixed-schedule vehicle that operates in response to calls from passengers or their agents to the transit operator or dispatcher.

**Department of Transportation (DOT):** Agency responsible for transportation at the local, state, or federal level. For title 23 U.S.C. federal-aid highway actions, this would mean the Federal Highway Administration and for federal-aid transit actions under title 49 U.S.C, this would mean the Federal Transit Administration.

**Emissions Budget:** The part of the State Implementation Plan (SIP) that identifies the allowable emissions levels, mandated by the National Ambient Air Quality Standards (NAAQS), for certain pollutants emitted from mobile, stationary, and area sources. The emissions levels are used for meeting emission reduction milestones, attainment, or maintenance demonstrations.

**Environmental Impact Assessment (EIA):** The process of identifying, predicting, evaluating and mitigating the biophysical, social, and other relevant effects of development proposals prior to major decisions being taken and commitments made. The purpose of the assessment is to ensure that decision-makers consider environmental impacts before deciding whether to proceed with new projects.

**Environmental Impact Statement (EIS):** A National Environmental Policy Act (NEPA) document that explains the purpose and need for a project, presents project alternatives, analyzes the likely impact of each, explains the choice of a preferred alternative, and finally details measures to be taken in order to mitigate the impacts of the preferred alternative.

**Environmental Justice (EJ):** Derived from Title VI of the Civil Rights Act of 1964, and established by Executive Order, EJ requires federally funded plans and programs to assess their impact, either positive or negative, on traditionally underserved (e.g., low-income, minority, etc.) communities or segments of the population. The goal of EJ is to ensure public involvement of low income and minority groups in decision making to prevent disproportionately high and adverse impacts on low income and minority groups, and to ensure that these groups receive equal benefits from transportation improvements.

**Environmental Protection Agency (EPA):** An agency of the federal government of the United States charged with protecting human health and with safeguarding the natural environment: air, water, and land.

**Existing plus Committed Transportation Network (E+C):** Also called a No-Build network, this is a test of how a roadway network, consisting of an existing network plus currently funded future roadway projects, could withstand the demand of projected population and employment growth.

**Federal High Priority Projects (FHPP):** Discretionary projects earmarked by the U.S. Congress as high priorities at the federal level during the Congressional appropriations and reauthorization process. This amounts to roughly 5% of the total transportation budget.

**Federal Highway Administration (FHWA):** Division of the U.S. Department of Transportation responsible for administering federal highway transportation programs under title 23 U.S.C.

**Fine Particulates:** Particulate matter less than 2.5 microns in size (PM-2.5). A micron is one millionth of a meter. See "Particulate matter" below.

**Fiscal Constraint:** A requirement, originally of ISTEA, that all plans be financially – constrained, balanced expenditures to reasonably expected sources of funding over the period of the TIP or Long-Range Transportation Plan.

**Federal Transit Administration (FTA):** Federal entity responsible for transit planning and programs under title 49 U.S.C.

**Fiscal Year (FY):** The yearly accounting period beginning October 1 and ending September 30 of the subsequent calendar year. Fiscal years are denoted by the calendar year in which they end (e.g. FY 1991 began October 1, 1990, and ended September 30, 1991).

**Fixed-Route:** Term applied to transit service that is regularly scheduled and operates over a set route; usually refers to bus service.

**Functional Classification:** Functional classification is the process by which streets and highways are grouped into classes, or systems, according to the character of service they are intended to provide. Basic to this process is the recognition that individual roads and streets do not serve travel independently in any major way. Rather, most travel involves movement through a network of roads. It becomes necessary then to determine how this travel can be channelized within the network in a logical and efficient manner. Functional classification defines the nature of this channelization process by defining the part that

any particular road or street should play in serving the flow of trips through a highway network.

**Fiscal Year (FY):** A federal fiscal or budget year; runs from October 1 through September 30 for the MPO and the federal government.

**Geographic Information System (GIS):** a system for capturing, storing, analyzing and managing data which is spatially referenced to the earth. GIS is a tool that allows users to create interactive queries (user created searches), analyze the spatial information, edit data, maps, and present the results of all these operations.

**Greenway:** A corridor of protected open space that is managed for conservation or recreation purposes. Greenways follow natural land or water features such as ridges or rivers, or human landscape features such as abandoned railroad corridors or canals. They link natural reserves, parks, and cultural and historic sites with one another and, in some cases, with populated areas.

**High Occupancy Vehicle (HOV):** In Alabama, vehicles carrying two (2) or more people receive this designation and may travel on freeways, expressways and other large volume roads in lanes designated for high occupancy vehicles. Motorcycles are also authorized to use these lanes.

**Highway:** Is any road, street, parkway, or freeway/expressway that includes rights-of-way, bridges, railroad-highway crossings, tunnels, drainage structures, signs, guardrail, and protective structures in connection with highways. The highway further includes that portion of any interstate or international bridge or tunnel and the approaches thereto (23 U.S.C. 101a). (FHWA2).

**Highway Trust Fund (HTF):** An account established by law to hold Federal highway user taxes that are dedicated for highway and transit related purposes. The HTF has two accounts: the Highway Account, and the Mass Transit Account.

**Highway-Rail Grade Crossing (Rail):** A location where one or more railroad tracks are crossed by a public highway, road, street, or a private roadway at grade, including sidewalks and pathways at or associated with the crossing.

**Human Services Coordinated Transportation Plan (HSCTP):** Under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), there must be a locally developed, coordinated transportation plan that takes the needs of diverse constituents into account. The plans are used to determine funding priorities and support competitive bidding for human service transportation grants.

**Intermodal:** The ability to connect, and the connections between, modes of transportation.

**Interstate Maintenance (IM):** A funding category created by the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), the IM authorizes funding for activities that include the reconstruction of bridges, interchanges, and over crossings along existing Interstate routes, including the acquisition of right-of-way where necessary, but shall not include the construction of new travel lanes other than high occupancy vehicle lanes or auxiliary lanes.

**Incident Management System (IMS):** A systematic process required under SAFETELU to provide information on accidents and identify causes and improvements to the Transportation system to increase safety of all users.

**Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA):** Federal law which restructured transportation planning and funding by requiring consideration of multimodal solutions, emphasis on the movement of people and goods as opposed to traditional highway investments, flexibility in the use of transportation funds, a greater role of MPOs, and a greater emphasis on public participation.

**Institute of Transportation Engineers (ITE):** An international society of professionals in transportation and traffic engineering; publishes Trip Generation (a manual of trip generation rates by land use type).

**Intelligent Transportation System (ITS):** Use of computer and communications technology to facilitate the flow of information between travelers and system operators to improve mobility and transportation productivity, enhance safety, maximize the use of existing transportation facilities, conserve energy resources and reduce adverse environmental effects; includes concepts such as “freeway management systems,” “automated fare collection” and “transit information kiosks.”

**Intergovernmental Agreement:** Legal instrument describing tasks to be accomplished and/or funds to be paid between government agencies.

**Job Access Reverse Commute (JARC) Section 5316:** The Job Access and Reverse Commute (JARC) program was established to address the unique transportation challenges faced by welfare recipients and low-income persons seeking to obtain and maintain employment. Many new entry-level jobs are located in suburban areas, and low-income individuals have difficulty accessing these jobs from their inner city, urban, or rural neighborhoods. In addition, many entry level-jobs require working late at night or on weekends when conventional transit services are either reduced or non-existent. Finally, many employment related-trips are complex and involve multiple destinations including reaching childcare facilities or other services.

**Level of Service (LOS):** A qualitative assessment of a road's operating condition, generally described using a scale of A (little congestion) to E/F (severe congestion).

**Light Rail Transit (LRT):** a particular class of urban and suburban passenger railway that utilizes equipment and infrastructure that is typically less massive than that used for rapid transit systems, with modern light rail vehicles usually running along the system.

**Long-Range Transportation Plan (LRTP):** A document resulting from regional or statewide collaboration and consensus on a region or state's transportation system, and serving as the defining vision for the region's or state's transportation systems and services. In metropolitan areas, the plan indicates all of the transportation improvements scheduled for funding over the next 20 years. It is fiscally constrained, i.e., a given program or project can reasonably expect to receive funding within the time allotted for its implementation.

**Metro Area Express (MAX):** Birmingham Jefferson County Transit Authority (BJCTA) provides fixed route and paratransit service to a service area of more than 200 square miles with a demand population base of nearly 400,000. The service area includes Birmingham, Bessemer, Fairfield, Homewood, Mountain Brook, Hoover, and Vestavia Hills. BJCTA carries out its commitment to air quality and pollution control by operating only CNG buses. On your way to work, school, shopping or just out for a little fun, "we'll get you there."

**Minimum Guarantee (MG):** A funding category created in TEA-21 that guarantees a 90% return of contributions on formula funds to every state.

**MPO Activities:** Plans, programs and projects related to the MPO process.

**Metropolitan Planning Organization (MPO):** The forum for cooperative transportation decision-making; required for urbanized areas with populations over 50,000.

**National Ambient Air Quality Standards (NAAQS):** Federal standards that set allowable concentrations and exposure limits for various pollutants. The EPA developed the standards in response to a requirement of the CAA. Air quality standards have been established for the following six criteria pollutants: ozone (or smog), carbon monoxide, particulate matter, nitrogen dioxide, lead, and sulfur dioxide.

**National Environmental Policy Act (NEPA):** Passed in 1970, NEPA requires federal agencies to integrate environmental values into their decision making processes by considering the environmental impacts of their proposed actions and reasonable alternatives to those actions.

**National Highway System (NHS):** Specific major roads to be designated September 30, 1995; the NHS will consist of 155,000 (plus or minus 15%) miles of road and represents one category of roads eligible for federal funds under ISTEA.

**New Freedom/Section 5317:** Federal Transit Administration grant program to encourage services and facility improvements that address the transportation needs of persons with disabilities, going beyond those required by the Americans with Disabilities Act.

**Nitrous Oxide (NO<sub>x</sub>):** The third largest greenhouse gas, nitrous oxide also attacks ozone in the stratosphere, aggravating the excess amount of UV light striking the earth's surface.

**Nonattainment Area (NAA):** Any geographic area that has not met the requirements for clean air as set out in the Clean Air Act of 1990.

**Obligated Funds:** Funds that have been authorized by and committed to legally by a federal agency to pay for the federal share of the project cost.

**Officials:** Are people who have governmental decision-making, planning or administrative responsibilities that relate to MPO activities.

**Ozone 03:** Ozone is a colorless gas with a sweet odor. Ozone is not a direct emission from transportation sources. It is a secondary pollutant formed when VOCs and NO<sub>x</sub> combine in the presence of sunlight. Ozone is associated with smog or haze conditions. Although the ozone in the upper atmosphere protects us from harmful ultraviolet rays, ground-level ozone produces an unhealthy environment in which to live. Ozone is created by human and natural sources.

**Paratransit:** 1) Comparable transportation service required by the American Disabilities Act (ADA) for individuals with disabilities who are unable to use fixed route transportation systems. (49CFR37) (APTA1) 2) A variety of smaller, often flexibly scheduled-and-routed transportation services using low-capacity vehicles, such as vans, to operate within normal urban transit corridors or rural areas. These services usually serve the needs of persons that standard mass-transit services would serve with difficulty, or not at all. Often, the patrons include the elderly and persons with disabilities.

**Particulate Matter (PM<sub>10</sub> and PM<sub>2.5</sub>):** Particulate matter consists of airborne solid particles and liquid droplets. Particulate matter may be in the form of fly ash, soot, dust, fog, fumes, etc. These particles are classified as "coarse" if they are smaller than 10 microns, or "fine" if they are smaller than 2.5 microns. Coarse airborne particles are produced during grinding operations, or from the physical disturbance of dust by natural air turbulence processes, such as wind. Fine particles can be a by-product of fossil fuel combustion, such as diesel and bus engines. Fine particles can easily reach remote lung areas, and their presence in the lungs is linked to serious respiratory ailments such as asthma, chronic bronchitis and aggravated coughing. Exposure to these particles may



aggravate other medical conditions such as heart disease and emphysema and may cause premature death. In the environment, particulate matter contributes to diminished visibility and particle deposition (soiling).

**Parts Per Million (PPM):** A measure of air pollutant concentrations

**Preliminary Engineering phase of project (PE):** a process to begin developing the design of the facilities and system, to analyze the function and operation of the system, evaluation cost efficiencies and prepare for the final design of the project.

**Pavement Management System (PMS):** A systematic process utilized by state agencies and MPOs to analyze and summarize pavement information for use in selecting and implementing cost-effective pavement construction, rehabilitation, and maintenance programs; required for roads in the National Highway System as a part of ISTEA; the extent to which the remaining public roads are included in the process is left to the discretion of state and local officials; criteria found in 23 CFR 500.021-209.

**Public:** Includes citizens, public agencies, advocacy groups and the private sectors that have an interest in or may be affected by MPO activities.

**Public Participation:** Is an integral part of a planning or major decision-making process. It provides opportunities for the public to be involved with the MPO in an exchange of data and ideas. Public participation offers an open process in which the rights of the community, to be informed to provide comments to the Government and to receive a response from the Government, are met through a full opportunity to be involved and to express needs and goals.

**Public Transit:** Passenger transportation services, usually local in scope, that is available to any person who pays a prescribed fare. It operates on established schedules along designated routes or lines with specific stops and is designed to move relatively large numbers of people at one time. (TRB1)

**Public Transportation:** Transportation by bus, rail, or other conveyance, either publicly or privately owned, which provides to the public general or special service on a regular and continuing basis. Also known as "mass transportation", "mass transit" and "transit." (APTA1).

**Rapid Rail Transit:** Transit service using railcars driven by electricity usually drawn from a third rail, configured for passenger traffic, and usually operated on exclusive rights-of-way. It generally uses longer trains and has longer station spacing than light rail.

**Ratio Volume over Capacity Ratio (V/C):** This is a roadway performance measure to show how a highway volume compares with a highway's capacity.

**Right-of-Way (ROW):** Real property that is used for transportation purposes; defines the extent of the corridor that can be used for the road and associated drainage.

**Regional Travel Demand Model (RTDM):** This is a tool for forecasting impacts of urban developments on travel patterns as well as testing various transportation alternative solutions to traffic patterns. The travel patterns are determined from US Census results and in simple terms tell where residents live and where they go to work or school on a regional wide basis.

**Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU):** legislation enacted August 10, 2005, as Public Law 109-59. SAFETEA-LU authorizes the Federal surface transportation programs for highways, highway safety, and transit for the 5-year period 2005-2009.

**Section 5310:** Federal Transit Administration grant that provides capital and operating assistance for urban public transportation.

**Section 5311:** Federal Transit Administration grant that provides capital and operating assistance for rural and small urban public transportation.

**State Implementation Plan for air quality (SIP):** the regulations and other materials for meeting clean air standards and associated Clean Air Act requirements.

**State Route (SR):** a roadway owned, financed and maintained by a state.

**State gas tax fund (ST):** Also called motor fuel excise tax, this is a tax charged by the gallon and collected as consumers pay at the pump. The tax goes primarily towards basic operating costs, highway maintenance contracts, resurfacing, bridges, major reconstruction, new construction, consultant contracts, right-of-way purchases, and to match federal funds.

**State Planning and Research Funds (SPR):** Primary source of funding for statewide long-range planning.

**State Transportation Improvement Program (STIP):** The ALDOT Five Year Work Program as prescribed by federal law.

**Surface Transportation Program (STP, L-STP or U-STP):** A program funded by the National Highway Trust Fund. **L-STP** provides funding to areas of 5,000 to 50,000 in population for improvements on routes functionally classified urban collectors or higher. **U-STP** Provides funding to Census designated urbanized areas over 50,000 in population (e.g. MPO areas based on US Census) for improvements on routes functionally classified.



**Transportation Citizens Committee (TCC):** This Committee makes recommendations to the Metropolitan Planning Organization (MPO) regarding the documents and materials necessary for the MPO annual endorsement. They make recommendations to the MPO regarding the elements of the urban transportation planning process necessary to meet the requirements for certification. They assist the Regional Planning Commission of Greater Birmingham, where possible, in the development of specific program solutions to area wide needs as identified through community research and public meetings. They coordinate transportation planning activities related to public transit with the Transit Advisory Committee of BJCTA.

**Transportation Demand Management (TDM):** a method of planning for and implementing transportation improvement in a manner that reduces traffic congestion and pollution by influencing changes in travel behavior.

**Transportation Disadvantaged:** People who are unable to transport themselves or to purchase transportation due to disability, income status or age.

**Transportation Enhancements:** Specific activities which can be funded with Surface Transportation Program (STP) funds; activities include pedestrian/bicycle facilities, acquisition of scenic easements and scenic historic sites, scenic or historic highway programs, scenic beautification, historic preservation, rehabilitation/operation of historic transportation structures, railway corridor preservation, control/removal of outdoor advertising, archeological planning/research and mitigation of highway runoff water pollution.

**Transportation Equity Act for the 21st Century (TEA-21):** Federal Legislation that authorized funds for all modes of transportation and guidelines on the use of those funds. Successor to ISTEA, the landmark legislation clarified the role of the MPOs in the local priority setting process. TEA-21 emphasized increased public involvement, simplicity, flexibility, fairness, and higher funding levels for transportation.

**Transportation Improvement Program (TIP):** A priority list of transportation projects developed by a metropolitan planning organization that is to be carried out within the four (4) year period following its adoption; must include documentation of federal and state funding sources for each project and be consistent with adopted MPO long range transportation plans and local government comprehensive plans.

**Transportation Management Area (TMA):** An area designated by the U.S. Department of Transportation given to all urbanized areas with a population over 200,000 (or other area when requested by the Governor and MPO); these areas must comply with special transportation planning requirements regarding congestion management systems, project selection and certification; requirements identified in 23 CFR - 450.300-33.6.

**Transit Oriented Development (TOD):** Transit-oriented development (TOD) is the functional integration of land use and transit via the creation of compact, walkable, mixed-use communities within walking distance of a transit stop or station. A TOD brings together people, jobs, and services and is designed in a way that makes it efficient, safe, and convenient to travel on foot or by bicycle, transit, or car.

**Transportation Systems Management (TSM):** Strategies to improve the efficiency of the transportation system through operational improvements such as the use of bus reserved lanes, signalization, access management, turn restrictions, etc. urban collectors or higher.

**Transportation Technical Committee (TTC):** A standing committee of most metropolitan planning organizations (MPOs); function is to provide advice on plans or actions of the MPO from planners, engineers and other staff members (not general citizens).

**Unified Planning Work Program (UPWP):** Developed by Metropolitan Planning Organization (MPOs); identifies all transportation and planning activities anticipated within the next one to two years, including a schedule for the completion of the identified tasks and activities.

**Vehicle Miles Traveled (VMT):** This is an output of the travel demand model and is a measure of traffic flow over a highway segment. While 1000 vehicles traveling over a mile road and 1 vehicle traveling over 1000 miles are mathematically.

**Volatile Organic Compounds (VOC):** are organic chemical compounds that have high enough vapor pressures under normal conditions to significantly vaporize and enter the atmosphere. Included among these compounds are dry-cleaning solvents and some constituents of petroleum fuels.