

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

Fiscal Year 2012 Adopted Budget
(October 1, 2011 - September 30, 2012)



August 17, 2011

Dear RPCGB Stakeholders:

Your Regional Planning Commission of Greater Birmingham (RPCGB) has had a very exciting year with the potential for even more excitement in 2012. As Fiscal Year 2011 comes to a close, the RPCGB anticipates ending the year with an approximate \$500,000 positive fund balance. This is only the second time in twelve years that we could make such a claim. In addition, it was not long ago (2006) when the RPCGB faced a record deficit of over \$1.6 million.

While some agencies are able to either add revenue or cut expenses to bring fund balances back in line, the RPCGB's options were more limited. We have very little general operating revenue, as most funding is tied to a specific project or program. However, through disciplined management and extremely hard work on the part of our staff, your Commission has now returned to fiscal health. The following budget will detail many of these transformation efforts and offer a glimpse of our future efforts to bring prosperity back to the region.

Although our region continues to struggle because of the national economy, the RPCGB has been successful in securing additional funding for services and projects that benefit the region. An excellent example is the U.S. 11 Southwest and Northeast Corridor studies. Alone, this project represents nearly \$3 million in new federal dollars for the region. This project, along with increases in funding for Rideshare and other air quality programs, have helped move the RPCGB budget from \$5.5 million in FY 2011 to over \$8 million in FY 2012. Additionally, the receipt of \$1 million from the State of Alabama has been a boon to our revolving loan fund. In the past 18-months, over 65 loans have been disbursed leveraging over \$46 million in direct investment in the region.

As nice as it is to be able to report new funding for the region, there are a number of looming developments we are mindful of. First, a large majority of RPCGB funding is tied directly to the federal budget, particularly funding for transportation projects. Congress is currently considering at least two competing reauthorization bills for highway funding. It is too soon to tell whether the impacts of either bill would be helpful or harmful for the RPCGB and the region. We will just have to continue to closely follow those policy discussions and make adjustments if and when necessary.

Secondly, in the last legislative session, the State reduced Technical Assistance (TA) funding by more than 50% and prohibited their use for salaries. In past, we have used the funds as the local match for Appalachian Regional Commission and Economic Development Administration grants. The new restriction eliminates this option. No definitive reason has been given for the policy shift, and it



increases the possibility that additional restrictions could be forthcoming, further limiting our ability to draw down federal funding. But fortunately, this only impacts a small portion of our FY 2012 budget.

And finally, we must be cognizant of the fiscal health of our local member governments. Among the major concerns are the ongoing deliberations between Jefferson County and its creditors. Jefferson County has furloughed more than 1,000 employees. These layoffs have ripple effects throughout and beyond the region, as evidenced by Alabama's rising unemployment rate. Other jurisdictions in the region are faring better, although few if any are experiencing any measurable growth in revenues.

Despite these challenges, the future of the RPCGB looks bright. For the past year, the Commission and the Birmingham Metropolitan Planning Organization (MPO) have worked to develop the Transportation Improvement Program (TIP). The TIP is the 3-5 year implementation strategy for the 25-year Regional Transportation Plan (RTP). For the first time in over a decade, the RPCGB was recently able to issue a Call for Projects for the TIP. Approximately \$50 million will be available over the next three years in the TIP to fund local transportation and air quality projects. If the TIP is successfully adopted in September of this year, it will lock in a majority of the funding for the region's transportation projects for the next three years. More importantly, this creates a high degree of stability for a majority of the RPCGB's programs and projects going forward.

The past success of the RPCGB is a tribute to the strong collaborative spirit that exists in our region. In the next sections of this budget, we clearly demonstrate the Commission's: 1) dedication to maintaining that momentum of collaboration; 2) dedication to fiscal responsibility; and 3) dedication to providing member governments and citizens the most efficient and effective service possible.

Sincerely,

Charles Ball, AICP
Executive Director

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2011/2012 Officers and Board of Directors

Honorable Valerie Abbott, City of Birmingham, Chairman
Honorable Waymon Pitts, Blount County Commission, Vice -Chairman
Honorable Theoangelo Perkins, 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 Sandra Little Brown, Jefferson County Commission
Honorable David Carrington, Jefferson County Commission
Honorable Ken Gulley, City of Bessemer
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
Mr. Chester Jolly, City of Warrior
Honorable Joe Knight, Jefferson County
Mr. Devon Laney, City of Birmingham
Honorable Tim Mims, Chilton County Commission
Honorable Gary Richardson, City of Midfield
Ms. Eunice Rogers, City of Birmingham
Honorable David Standridge, Blount County Commission
Mr. Tim Westhoven, City of Hoover

2012 Budget Development Staff

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



1.0 INTRODUCTION

1.1 Overview

The History

The Regional Planning Commission of Greater Birmingham (RPCGB) began in 1963 through enabling legislation to establish a service agency to assist Birmingham and Jefferson County in planning activities. In 1969, the legislation was amended to authorize the creation of Regional Councils throughout the state resulting in 12 regional councils to serve all counties in Alabama. The RPCGB includes the counties of Blount, Chilton, Jefferson, Shelby, St. Clair and Walker. The RPCGB region includes the largest metropolitan statistical area (MSA) in Alabama with a total population of over 1.1 million people.

The Mission and Values

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 ensures 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 the following activities. 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.

1.2 Regional Profile

The RPCGB region includes the counties and 84 municipal governments of Blount, Chilton, Jefferson, St. Clair, Shelby and Walker Counties. The region varies significantly in demographics ranging from more urban/suburban in Jefferson and Shelby Counties to more rural in the other four counties. From coal mining in the late 19th and 20th centuries to the civil rights era of the 50's and 60's, to the medical breakthroughs by researchers at University of Alabama at Birmingham (UAB) during the 20th and 21st centuries, the RPCGB six-county region is rich in history, culture, natural beauty, education, and recreation.

Geography: The RPCGB region contains a vast geographical mixture of mountain ranges, valleys and natural resources. The region sits at the foothills of the Appalachian Mountain Range with Red Mountain, Ruffner Mountain and Sand Mountain encompassing the area. The Cahaba, Black Warrior and Coosa Rivers along with other tributaries flow throughout the region and some serve as a major source of drinking water. These rivers and streams serve as home to diverse and unique aquatic and floral life.

Healthcare: In the area of healthcare, the RPCGB region is second to none. The region contains 11 hospital / health systems, including the Children's Health System, which is the only primary hospital for children in the state. UAB Hospital leads the way in cancer and AIDS research and has been named one of the top hospitals in the country for 18 years by US News.

Housing: Housing in the RPCGB region is vast and diverse. The region offers a wide variety of styles, both for sale and for rent, to meet every price range, from a quiet country farm to new subdivision homes to older homes and apartments. New construction cost of housing in the region is among the most affordable in the nation.

Education: With ten major colleges and universities, the region is rich in educational choices for any profession or course of study. Among the educational resources in the area, students can choose between minor colleges like Beville State and Jefferson State Community College to curriculum specific colleges like Southeastern Bible College and Cumberland School of Law to major universities like Miles College, University of Alabama at Birmingham and the University of Montevallo.

Recreation: For anyone seeking fun and adventure, the RPCGB region offers a multitude of activities, including boating, swimming and fishing at many of the numerous waterways.

Anyone interested in camping and hunting will find a number of campgrounds and hunting areas. The region is also home to plenty of shopping at upscale venues and antique and craft shops. Fine dining establishments feature nationally renowned award-winning chefs. Parks, trails, youth sports leagues, libraries and golf courses as well as annual fairs, festivals and celebrations round out area recreation to make the RPCGB region a vibrant community.

Entertainment: The entertainment possibilities in the RPCGB region are endless, from live theatre at the Birmingham Children’s Theater, Red Mountain Theatre Group, and the Virginia Samford Theatre to live concerts at the Verizon Wireless Amphitheatre, the Birmingham-Jefferson County Civic Center, and Alys B. Stephens Performing Arts Center. The Carver Theater, found in the Historic Fourth Avenue District in Birmingham is home to the Jazz History Museum and the annual Jazz music competition for high schools in the region along with the many live comedy and music shows featured annually. The Historic Alabama Theatre, built in 1927, is one of the oldest remaining movie showplaces of the early 20th century still in operation. The Historic Alabama Theatre annually hosts over 300 events from classic movies like *Gone with the Wind* and *Casablanca*, to live events like the Miss Alabama Pageant and music concerts.

Tourism: Visitors to the RPCGB region can find a vast array of tourist attractions to fill a day. Shelby County is home to a National Cemetery and the American Village along with many wine vineyards that offer daily tours. Blount County Alabama is home to Rickwood Caverns as well as a handful of the few remaining covered bridges in the country.

St. Clair County boasts of being the site for the annual Homestead Hollow festivals that feature arts, one of a kind handmade crafts, pioneer demonstrations such as wood carving, ironwork, blacksmithing, smoke house cooking, gardening, quilting, whiskey making in an original working still, original cabins as built by early settlers, food, games and children’s activities.

Walker County is world renowned for Lewis Smith Lake, site of national bass fishing tournaments as featured on ESPN. Chilton County is located in the center of Alabama and is known internationally for their peaches and pecans. Tourists visiting Chilton County can enjoy peaches from Durbin Farms and pecans from Heaton Pecan Farm before visiting the Alabama Power Water Course Educational Center for an educational tour.

Jefferson County is the hub of tourist attractions, ranging from the Civil Rights Institute and 16th Street Baptist Church in Birmingham to Alabama Adventure Theme Park in Bessemer. Jefferson County is also home to the Birmingham Zoo, Birmingham Botanical Gardens, Barber Motorsports Park, Vulcan, McWane Science Center, Tannehill Park and the Irondale Café, as made famous in Fanny Flagg’s book and movie, *Fried Green Tomatoes*. Jefferson County is also home to Historic Rickwood Field, one of the oldest ballparks in the country and home to one of the first negro ball leagues in the early 20th century, as well as Sloss Furnaces, built in 1881 as a premier pig iron foundry and helped make Birmingham known as the Pittsburgh of the South.

RPCGB 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	89.1
OWNER-OCCP. UNITS	319,730	73.0
RENTER-OCCP. UNITS	117,878	26.9
VACANT UNITS	53,369	10.8
FAMILY HOUSEHOLDS	305,844	69.8
NON-FAMILY HHLS	131,764	30.1
MEDIAN HOUSING VALUE	\$128,989	
PER CAPITA INCOME	\$26,195	
MEDIAN HOUSEHOLD INCOME	\$47,423	

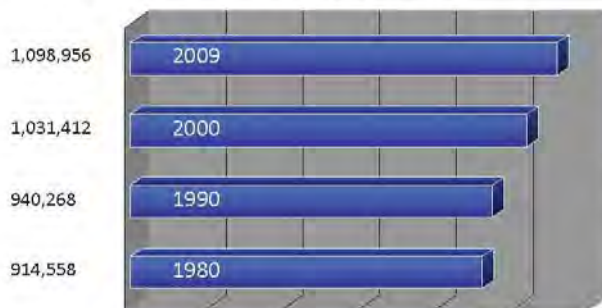
2009 DEMOGRAPHIC CHARACTERISTICS

	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	13.7
PROFESSIONAL AND RELATED OCCUPATIONS	101,621	20.1
SERVICE	62,023	12.2
SALES AND OFFICE	147,836	29.2
FARMING, FISHING, AND FORESTRY	1,717	0.3
CONSTRUCTION, EXTRACTION, AND MAINTENANCE	54,599	10.8
PRODUCTION, TRANSPORTATION, AND MATERIAL MOVING	67,832	13.4

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



Figure 1: Regional Profile

1.3 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 weighs 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 was also experiencing 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 to begin 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.

The following goals were adopted in early 2008 and include action and achievements through 2011:

Revenue Goals:

- RPCGB will sustain a 96% annual member retention and dues collections rate through June 2013.
Achievements: The RPCGB has sustained a 96% or better annual member retention and dues collections through FY2011.
- RPCGB will broaden grant funding resources and increase grant funding by 2% annually through June 2013 to diversify revenue base.

Achievements: RPCGB's Revolving Loan Fund (RLF) has obtained grants for \$200,000 annually since 2007. In 2011 the RLF received almost \$1 million to recapitalize the RLF. These funds have leveraged over \$23 million and created/retained 555 jobs

- RPCGB will increase programmatic and service income by 5% annually for personnel and staff expenses through June 2013 to diversify revenue base.
Achievements: RPCGB has undertaken the responsibility of completing planning and transportation projects in-house that increased income above the 5% goal. A majority of projects were previously completed by consultants through agreements with the RPCGB.
- RPCGB will have six (6) months of operating revenue or \$500,000 in a reserve fund by June 2013. Eliminate RPCGB's operating deficit by June 2011.
Achievements: The RPCGB has delayed the reserve fund until the long-term debt is satisfied in FY2016. The operating deficit was eliminated in FY2010.

Administrative Goals:

- Review and implement recommendations to enhance RPCGB's project management system by June 2009.
Achievements: The RPCGB implemented a Local Assistance Project report in 2009. The purpose of this report was to provide a better understanding of costs associated with projects. With a better understanding, projects are now more in line with actual costs.
- A comprehensive technology evaluation will be conducted to assess RPCGB's hardware, software and data management needs by June 2009.
Achievements: RPCGB hired an in-house IT person in FY2008 to evaluate the technology needs. Hardware, software and data management was updated and is now on an annual review for updates.
- Evaluate use/functionality of current office space and building by 2013.
Achievements: The RPCGB determined that the current office space is not designed to be conducive for the greatest productivity. In March 2011, the Finance Committee agreed to act as the Office Relocation Search Committee upon agreement by the Board of Directors.

Service Goal:

- RPCGB will be the primary resource for member services by June 2013.
Achievements: In 2008, a Marketing Specialist was hired. Marketing materials were developed and visits were made to local governments to promote the services of the RPCGB. Due to a drop in local governments' revenue over the past two years, the RPCGB has become a more viable resource for services that can be provided at a substantial savings to the local governments.

Communication Goal:

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

Achievements: Marketing materials were developed and training conferences were conducted to update local governments about the RPCGB. Each year, the RPCGB conducts 4-5 one-day conferences on national trends and best practices.

Personnel Goal:

- Enhance staff development, communications and morale.

Achievements: RPCGB management recognizes the importance of having staff who have the resources and education they need to do their job with excellence. Requests for education, hardware and software products are budgeted each year. Several staff social outings are scheduled each year.

Governance Goal:

- Review and revise the RPCGB bylaws.

Achievements: As of FY2011 there has not been a need to revise the RPCGB bylaws.

1.4 Organization and Management

RPCGB is governed by a Board of Directors composed of twenty six (26) members plus the Past Chairs still serving in their local elected capacity as members, four (4) of the Board Members are Chairman, Vice- Chairman, Secretary, and Treasurer of the Commission. All members of the Board of Directors and Officers are elected by the members of the Commission upon recommendation by the RPCGB Nominating Committee.

RPCGB's Executive Director reports to the Board of Directors and is responsible for the day-to-day management of the organization. The Deputy Executive Director reports to the Executive Director and three department directors report to the Deputy Executive Director. The three departments are Administrative, Planning/Operations and Economic Development.

There were administrative changes in the staffing during the last fiscal year due to the Director of Planning retiring and the Director of Operations assuming the primary responsibilities thereby becoming the Director of Planning and Operations. Reporting to this Director are two new positions that were created to handle some of the secondary responsibilities. The positions are Deputy Director of Planning and Deputy Director of Operations. Current staff were elevated to those positions eliminating the need to hire any additional staff.

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 following provides an illustration of the current organizational structure:

RPCGB
4APR11

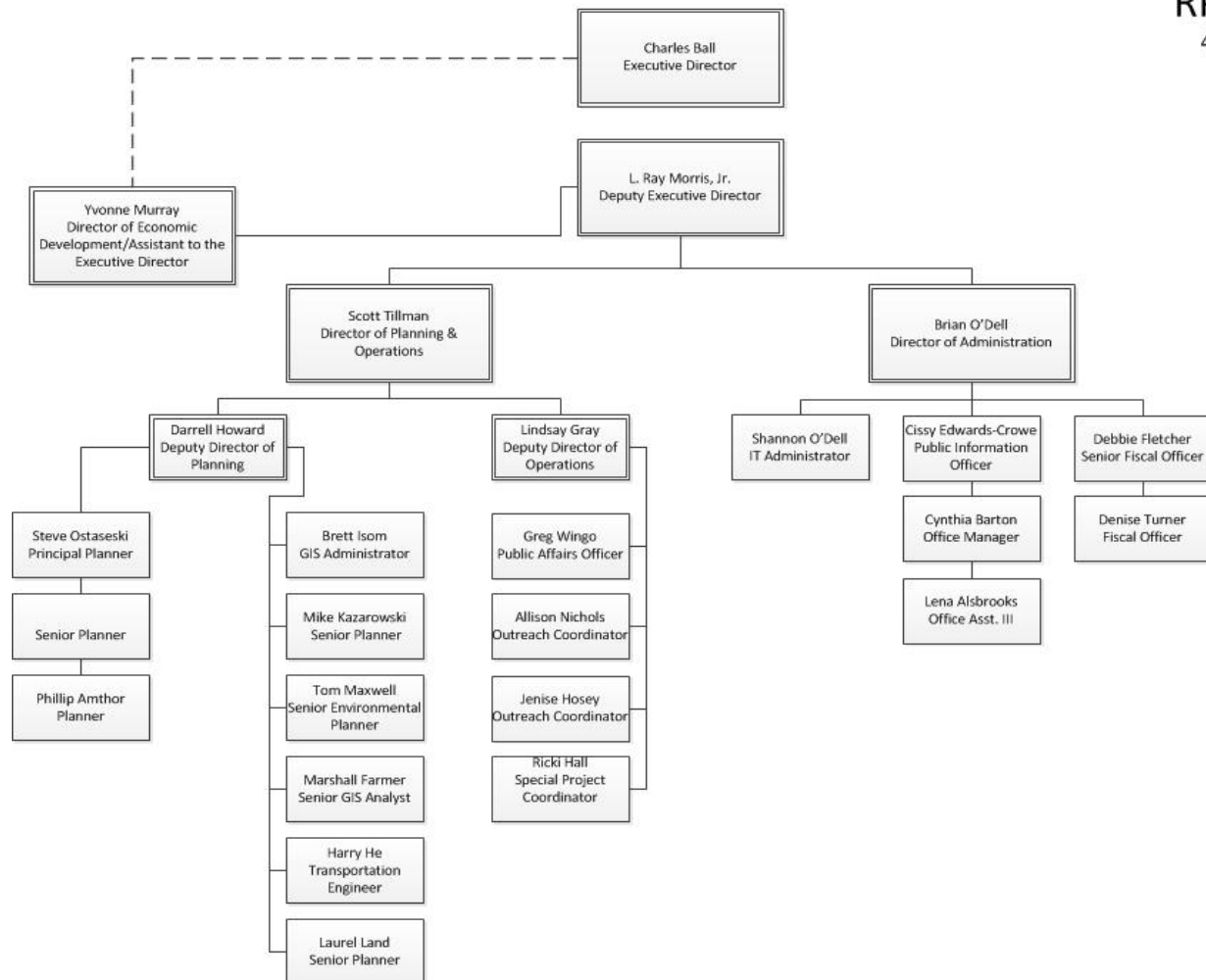


Figure 2: Organizational Chart

1.5 Annual Budget Planning and Development Process

The primary objective of the annual budget process is to identify goals and objectives and allocate resources accordingly. Operating revenue and expenses are budgeted on an accrual basis and the financial statements use the accrual basis of accounting. 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 planning/operations, administrative and economic development. Due to timing factors and negotiations with third-party contractors, some projects are carried forward from the previous fiscal year. The budget process relies on allocations from federal and state grants which customarily requires a match of cash or inkind. The allocations are leveraged with member government dues and services to meet the match requirement.

Preparation of the RPCGB budget process begins in May with RPCGB Budget Development Staff 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 be repaid by 2016.

In July, a rough draft is presented at a combined meeting of the RPCGB Finance Committee and Program Budget Committee. The Committee's 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. The RPCGB Board of Directors officially adopted the FY2012 budget August 17, 2011.

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

1.5.1 Budget Preparation Calendar

May	Budget Development Staff review preliminary projections Budget Development Staff develops preliminary budget
June	Budget narratives are prepared. Project Managers examine and revise goals and objectives for the coming year and previous year's performance

July 1-12	Leadership Team reviews budget draft
July 13	Initial presentation of budget draft to Joint Program Budget Committee and Finance Committee for discussion
August 3	Budget to be in final draft format utilizing similar format as FY 2011 budget and final review by the Budget Development Staff
August 10	Second presentation of budget to Joint Program Budget Committee and Finance Committee
August 12	Budget document printed in final form
August 17	Board of Directors adopt final budget

1.5.2 Budget Modification Process

The budget undergoes budget modifications during the fiscal year as funding comes available or is modified 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.

1.6 Financial Policies

The following are RPCGB policies:

- Financial Accounting and Budget Policies
- General Accounting Policy
- Financial Grant Monitoring, Reporting and Control System
- Annual Audit
- Fund Balance Policy
- Fees and Charges
- Use of One-Time Revenues
- Capital Expenditures
- Debt Capacity
- Procurement Policies
- Cash Management

The Board appointed the RPCGB Finance Committee for oversight of the financial reporting and adhering to the adopted financial policies. The committee meets monthly to review the financial statements and determine if the RPCGB is operating within the appropriate guidelines. Appendix A includes full financial policy information.

1.7 Financial Outlook

Although our region continues to struggle because of the national economy, the RPCGB has been successful in securing additional funding for services and projects that benefit the region. An excellent example is the U.S. 11 Southwest and Northeast Corridor studies. Alone, this

project represents nearly \$3 million in new federal dollars for the region. This project, along with increases in funding for Rideshare and other air quality programs, have helped move the RPCGB budget from \$5.5 million in FY 2011 to over \$8 million in FY 2012. Additionally, the receipt of \$1 million from the State of Alabama has been a boon to our revolving loan fund. In the past 18-months, over 65 loans have been disbursed leveraging over \$46 million in direct investment in the region.

As nice as it is to be able to report new funding for the region, there are a number of looming developments we are mindful of. First, a large majority of RPCGB funding is tied directly to the federal budget, particularly funding for transportation projects. Congress is currently considering at least two competing reauthorization bills for highway funding. It is too soon to tell whether the impacts of either bill would be helpful or harmful for the RPCGB and the region. We will have to continue to closely follow those policy discussions and make adjustments if and when necessary.

Secondly, in the last legislative session, the State reduced Technical Assistance (TA) funding by more than 50% and prohibited their use for salaries. In past, we have used the funds as the local match for Appalachian Regional Commission and Economic Development Administration grants. The new restriction eliminates this option. No definitive reason has been given for the policy shift, and it increases the possibility that additional restrictions could be forthcoming, further limiting our ability to draw down federal funding. But fortunately, this only impacts a small portion of our FY 2012 budget.

1.8 Budget Highlights

The total Fiscal Year 2012 budget is \$8,676,253, an increase from \$5,568,077 from the Fiscal Year 2011 budget. The budget increase is primarily due to additional funding as previously discussed. Budget dollar amounts are not estimates but included in executed agreements.

The budget is predominantly federally funded for transportation, economic development / community development and community planning programs. Other sources of funds include member government annual dues, Alabama State Technical Assistance and contractual services.

The following describes major funding sources.

- The Federal Highway Administration (FHWA) funds are budgeted at \$1,312,841 and will be used to provide staffing and support of the Birmingham Metropolitan Planning Organization (MPO).
- The Federal Transit Authority (FTA) funds are budgeted at \$2,998,662 will be used to fund the I-65/U.S. 31 Corridor Alternative Analysis and Environmental Documentation, U.S. 280 Corridor Alternative Analysis, U.S. 11/Bessemer Super Highway Alternative Analysis and

U.S. 11 East/U.S. 78 East Corridors. The funds will support the Coordinated Human Service planning efforts and oversight of the paratransit services.

- The Congestion Mitigation Air Quality (CMAQ) funds are budgeted at \$1,500,000 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 \$1,200,000 and provides for the Rideshare/CommuteSmart program, Congestion Management Process and the Building Communities Program.
- The State Planning Research (SPR) rural funds are budgeted at \$62,500 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) funds are budgeted at \$200,000 will be used to fund assistance with grant applications and technical information.

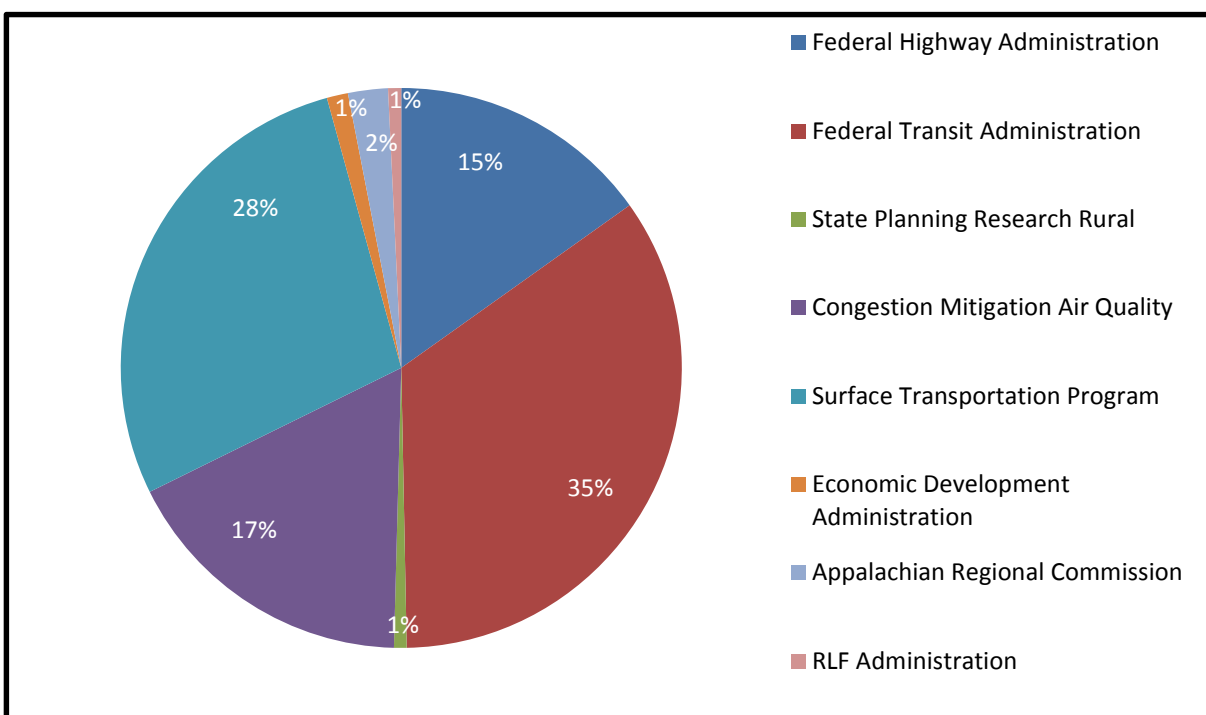


Figure 3: Major Fund Sources

2.0 FINANCIAL SECTION

2.1 Fund/Grant Source Based Budget

Table 1, Revenues and Expenses by Fund Source, identifies 15 revenue/fund sources with the match requirements, including RPCGB dues and other sources of match.

- a. The first column is a summation of all funding sources available to the RPCGB for FY 2012. These total \$8.6 million. This is up from the \$5.5 million included in the final FY 2011 budget, revised May, 2011. The funding sources are predominantly the same in FY 2012 as in FY 2011, with the major difference being that upon the recommendation of the Finance Committee the dues rate for FY 2012 be frozen at 2010 levels. However, due to Commission By-Laws the distribution of the dues has been reapportioned according to the 2010 decennial census, thus causing an increase in the overall dues amount resulting from an increase in population over the 10-year period. In addition, no local assistance programs are currently contracted for FY 2012 therefore that program has been removed from the budget at this time, but will most likely be added back at some point in a budget modification as has become the norm. Further, the State of Alabama has drastically cut State Technical Assistance funding by more than 50% and that funding source now comes with the additional restriction that it cannot be used for salaries. These funds have been programed against direct expenses instead under the FHWA PL funding category.
- b. Subsequent columns detail total expenses for salaries, fringe and indirect; direct costs and contracts. Total FY 2012 budgeted expenses are \$5.5 million, up from the \$5 million budgeted in FY 2011. Contract expenses will be slightly more in FY 2012 under the FHWA PL and CMAQ Air Quality Programs.
- c. The remaining columns represent the total amount of match used to leverage the revenue sources. Types of match include RPCGB dues, donated/in-kind match, and cash match provided by RPCGB partners and the State of Alabama.

Table 1

**FY 2012 RPC Budget Summary
Revenues and Expenses by Fund Source**

Revenue/Fund Sources	[b]				[c]				[a]			
	Total Revenue Available	Salaries/Fringe/ Indirect	Direct Costs	Contracts	Total Expenses	Match %	Expenses Without Match	RPC Dues	Other Match Amount	Type	Balance Available	
FHWA PL	\$ 1,312,841	\$ 940,964	\$ 130,560	\$ 162,500	\$ 1,234,024	20%	\$987,219	\$149,305	\$97,500	Donated	78,817	
FTA 5309 - U.S. 280	\$ 12,500	\$ 6,078	\$ 250	-	\$ 6,328	20%	\$5,062	\$0	\$1,266	Donated	6,172	
FTA 5309 - I-65	\$ 6,250	\$ 6,078	-	-	\$ 6,078	20%	\$4,862	\$0	\$1,216	Donated	172	
FTA 5309 - US11/Bessemer	\$ 436,388	\$ 81,787	\$ 2,500	-	\$ 84,287	20%	\$67,430	\$0	\$16,857	Donated	352,100	
SPR Rural	\$ 82,500	\$ 57,730	\$ 2,538	-	\$ 60,268	20%	\$48,213	\$12,053	\$0		2,234	
FTA 5309 U.S. 11/Hwy East	\$ 2,493,524	\$ 214,175	\$ 10,000	\$ 360,000	\$ 584,175	20%	\$467,340	\$18,485	\$100,000		1,909,349	
STP Rideshare	\$ 1,200,000	\$ 567,834	\$ 219,000	\$ 400,000	\$ 1,176,834	0%	\$1,176,834	\$0	\$0		23,166	
STP Building Comm.	\$ 731,250	\$ 354,841	\$ 10,000	\$ 50,000	\$ 414,841	20%	\$331,873	\$0	\$82,968	Cash	316,409	
STP Corridor Feasibility Studies	\$ 250,000	\$ 61,321	\$ 10,000	-	\$ 71,321	20%	\$57,057	\$12,264	\$0		178,679	
CMAQ Air Quality	\$ 1,500,000	\$ 125,230	\$ 196,000	\$ 1,000,000	\$ 1,321,230	0%	\$1,321,230	\$0	\$0		178,770	
STP Congestion Management	\$ 250,000	-	-	\$ 250,000	\$ 250,000	20%	\$200,000	\$0	\$50,000		-	
FTA 5316/5317	\$ 50,000	\$ 32,595	\$ 250	-	\$ 32,845	0%	\$32,845	\$0	\$0		17,155	
EDA	\$ 106,000	\$ 91,937	\$ 3,900	-	\$ 95,837	50%	\$47,919	\$97,919	\$0		10,163	
ARC	\$ 200,000	\$ 149,780	\$ 6,000	-	\$ 155,780	50%	\$77,890	\$77,890	\$0	Cash	44,220	
RLF administration	\$ 85,000	\$ 54,975	\$ 7,900	-	\$ 62,875	0%	\$62,875	\$0	\$0		2,125	
0	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$0	\$0	\$0		-	
0	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$0	\$0	\$0		-	
Total	\$ 8,676,253	\$ 2,735,324	\$ 598,896	\$ 2,222,500	\$ 5,556,720	0%	\$ 4,888,648	\$ 317,916	\$ 349,807		3,119,632	

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

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

2.2 Dues (Fund Balance)

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

Dues Available:	\$668,587
Dues Programmed for Match:	\$317,916
Dues Programmed for Debt Service:	<u>\$180,000</u>
Net Unreserved Fund Balance	\$170,671

The dues available for FY 2012 reflect the recommendation that the dues be frozen at the FY 2010 levels, albeit the amount does include the aforementioned population shift. The dues rate remains at \$.605 per capita. Dues are the only income source available to reduce the Long Term Debt which is approximately \$525,000. The Debt Service is approximately \$15,000/month and the monthly interest rate is based on LIBOR. The Long Term Debt is to be paid in full in FY 2016.

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 2012.

2.3 Indirect (Administrative) Expenses

Table 2, Indirect (Administrative) Expenses, documents the administrative expenses used to calculate the indirect rate. The FY 2012 budget has been prepared in accordance with actual expenses through June 30, 2011 projected for the remainder of FY 2011 as well as other anticipated costs during FY 2012. The FY 2012 net administrative expenses of \$500,000 are the same as in FY 2010 and FY 2011.

Capital Expenditures: There are no significant, non-routine capital expenditures programed in the FY2012 budget.

Table 2
INDIRECT (ADMINISTRATIVE) EXPENSES

Accounting Code		Budgeted FY 2011	Budgeted FY 2012
	Staff Development		
5210	Organizational Dues	\$ 14,000	\$ 15,000
5221	Subscriptions	\$ 500	\$ 500
5222	Books, Educational Manuals, and Training/Teaching Aides	\$ 500	\$ 500
5230	Training	\$ 1,000	\$ 6,000
5241	Meetings	\$ 6,000	\$ 6,000
5242	Conferences	\$ 14,000	\$ 7,000
5250	Educational Reimbursement	\$ 9,000	\$ 11,000
5261	Staff Development Travel - In State	\$ 1,000	
5262	Staff Development Travel - Out of State	\$ 1,000	
5270	Meals	\$ 1,000	\$ 4,000
5280	Lodging	\$ 9,500	\$ 12,000
5299	Other Staff Development		
	Total Staff Development	\$60,000	\$62,000
	Repair, Maintenance & Utilities		
5310	Building, Maintenance & Repairs	\$ 3,000	\$ 1,000
5320	Grounds Maintenance & Repairs		
5331	Vehicle - Gas and Oil	\$ 7,500	\$ 3,000
5332	Vehicle - Insurance		
5340	Vehicle - Repairs	\$ 1,000	\$ 1,000
5350	Office Equipment Repairs		
5361	Maintenance Contracts - Equipment	\$ 7,000	\$ 7,000
5381	Communication - Telephone	\$ 25,000	\$ 25,000
5382	Communication - Cellular Telephone	\$ 3,000	\$ 6,000
5383	Communications - Beepers		
5384	Communications - Long Distance		
5389	Communications - Other		
5390	Depreciation		
5399	Other Maintenance and Repair		
	Total Repair, Maintenance & Utilities	\$46,500	\$43,000
	Less Depreciation		
	Total Repair, Maintenance & Utilities	\$46,500	\$43,000
	Contractual Services		
5400	Accounting and Auditing	\$ 20,000	\$ 20,000
5420	Advertising	\$ 1,000	\$ 1,000
5426	Awards and Plaques		
5427	Bank Charges	\$ 500	\$ 1,000
5430	Clinical - Outsourced		
5440	Consultants	\$ 26,000	\$ 10,000
5446	Contracts		
5450	Engineering Services		
5456	Grants Issued		
5481	Insurance - Liability	\$ 8,000	\$ 18,000
5482	Insurance-Bonding		
5483	Insurance - Misc.		
5490	Legal	\$ 10,000	\$ 10,000
5500	Payment for Retirees	\$ 16,000	
5510	Payroll Processing	\$ 3,000	\$ 3,000
5520	Printing and Publications	\$ 3,000	\$ 3,000
5530	Public Outreach and Education		\$ 5,000
5541	Rents & Leases - Equipment	\$ 5,000	\$ 3,000
5542	Rents & Leases - Vehicles	\$ 25,000	\$ 25,000
5543	Rents & Leases - Buildings	\$ 225,000	\$ 240,000
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		
	Total Contractual Services	\$ 371,000	\$ 353,500
	Commodities		
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
5698	Other Supplies	\$ 1,000	\$ 4,000
	Total Commodities	\$66,000	\$69,000
	Total Expenses	\$624,000	\$517,500
	Less Depreciation		
	Less Rental Income	\$ 24,000	\$ 21,500
	Net Indirect Expenses	\$500,000	\$496,000

2.4 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 2012 budgeted fringe rate of 54.73% is higher than the previous years budgeted rate of 48.79% for FY 2011. This higher amount is related to the items following as well as an error found in previous years calculations of the rate. It should be noted that the fringe rate does include increases 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.

Table 3
FY 2012
INDIRECT (ADMINISTRATIVE) & FRINGE COST CALCULATION

STATEMENT OF FRINGE BENEFIT RATE **0.5473**

Release Time (Agency Totals):			
Vacation Leave	\$	85,313	
Sick Leave	\$	78,931	
Holidays	\$	98,664	
Other Leave	\$	10,000	
Total Release Time			\$272,909
Benefits Paid			
Matching FICA	\$	130,829	
Health Insurance	\$	230,164	
Retirement	\$	137,293	
Life	\$	6,858	
Unemployment	\$	5,000	
Workman's Comp	\$	9,000	
Total Benefits Paid			\$519,144
Total Release Time and Benefits			\$792,053
Fringe Benefit Rate			
Total Release & Benefits		\$792,053	/
Total Agency Salaries	\$	1,447,271.20	= 0.5473

INDIRECT SALARIES & FRINGE

Total Indirect Salaries		\$ 412,678.76	\$412,679
Fringe Benefits	x	<u>0.5473</u>	<u>\$225,848</u>
		\$225,848	
Total Indirect Personnel Costs			\$638,527

INDIRECT EXPENSES

Staff Development		\$62,000	
Repair, Maintenance, & Utilities		\$43,000	
Contractual Services		\$353,500	
Commodities		<u>\$59,000</u>	less rental income
Total Indirect Expenses		\$496,000	

INDIRECT ALLOCATION RATE

Indirect Personnel Costs		\$638,527	
Indirect Expenses		\$496,000	
Total Indirect Expenses		\$1,134,527	
Direct Salaries	\$ 1,034,592.44	x	0.5473
Fringe Benefits	<u>\$566,205</u>		
Total Direct Salaries & Fringe	\$1,600,797		
Total Indirect Expenses	\$1,134,527	/	
Direct Salaries/Fringe	\$1,600,797	=	0.7087

2.5 Financial Reporting and Cash Flow

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

2.6 Personnel

The 2012 budget does include an increase for one contract employee. Funding for this employee will be directly related to a project included in this budget, specifically U.S. 11 East.

Table 4: Personnel

Departments	FY10	FY11	FY12
Administration	10	10	10
Operations	7	7	
Planning	10	10	
Planning and Operations*			18
TOTAL EMPLOYEES	27	27	28

* The Director of Planning retired during FY2011. This position was combined with the Director of Operations position.

Table 5: Comparison of FY2010 Actual and FY2011 and FY2012 Budget

	FY2010 Actual		FY2011 Budget		FY2012 Budget	
	Income	Expenses	Income	Expenses	Income	Expenses
Federal Highway Administration	\$1,311,409	\$1,126,345	\$1,344,091	\$1,331,974	\$1,312,841	\$1,234,024
Federal Transit Administration	\$464,517	\$231,521	\$323,600	\$198,688	\$2,998,662	\$713,713
State Planning Research Rural	\$62,500	\$66,541	\$62,500	\$57,187	\$62,500	\$60,266
Congestion Mitigation Air Quality	\$1,320,000	\$886,388	\$1,325,000	\$1,138,957	\$1,500,000	\$1,321,230
Surface Transportation Program	\$2,269,100	\$1,441,024	\$2,072,500	\$1,739,303	\$2,431,250	\$1,912,996
Economic Development Administration	\$106,000	\$121,010	\$126,000	\$105,101	\$106,000	\$95,837
Appalachian Regional Commission (ARC)	\$224,000	\$219,104	\$215,300	\$212,384	\$200,000	\$155,780
Local Assistance	\$48,297.00	\$46,751.00	\$34,086.00	\$10,000.00	N/A	N/A
RLF Administration	\$65,000.00	\$43,646.00	\$65,000.00	\$66,064.00	\$65,000	\$62,875
Total Budget	\$5,870,823	\$4,182,330	\$5,568,077	\$4,859,658	\$8,676,253	\$5,556,721

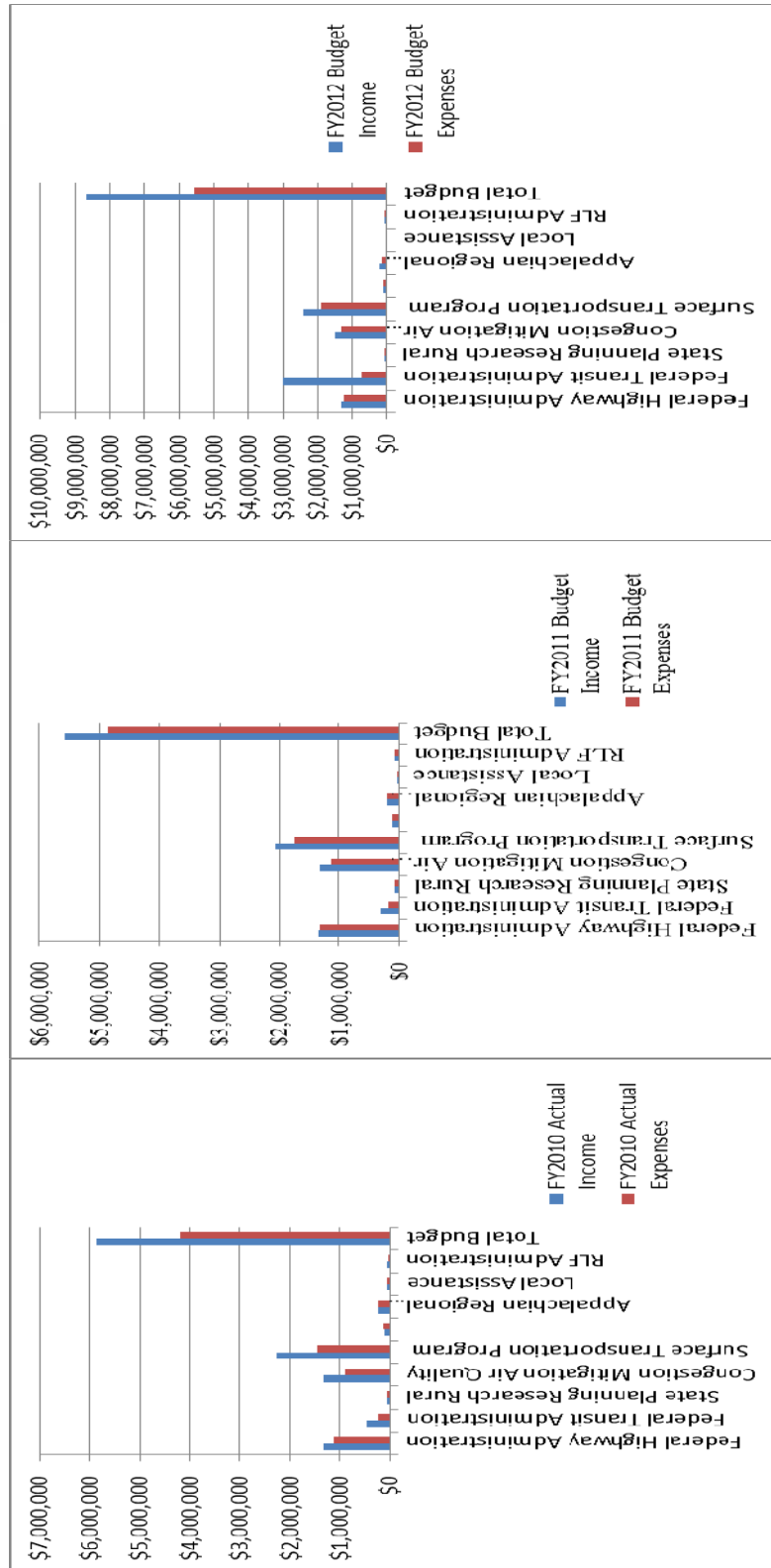


Figure 4: Comparison of FY2010 Actual and FY2011 and FY2012 Budget

3.0 PROJECT/PROGRAM DETAILS

3.1 Federal Highway Administration Planning (FHWA PL)

Project Manager

Mr. Scott Tillman, Director of Planning and Operations

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 \$1,312,841. This funding provides for RPCGB staffing and third party contractors to handle all the activities of the Birmingham Metropolitan Planning Organization. A dues match of \$149,305 and cash match of \$97,500 is required. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$78,817.

Major Objectives:

This funding supports the following transportation planning elements:

MPO Administration: To provide transportation committees, agencies, governments, and the general public with transportation-related information, education, and training, to support emergency transportation operations, and to promote federal, state, and local transportation initiatives.

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.

Capital and Operating Purchases: To maintain, upgrade, and purchase software and hardware for the purpose of gathering information, simplifying tasks, and articulating data to support transportation planning functions.

Education and Training: To develop and maintain technical proficiency of staff in order to enable proper guidance and development of the planning process.

Continuity and Operations Plan (COOP): To maintain and update the COOP for the Birmingham MPA, which will allow for rapid recovery from a disaster to resume the transportation planning process.

Data Collection and Forecasting: To conduct data collection and forecasting activities that support local and regional transportation planning.

Socioeconomic Data Collection and Analysis: To collect and maintain socioeconomic data that is used for the transportation demand model and other planning activities.

Travel Demand Modeling: To develop and maintain traffic models for the transportation planning process.

Geographic Information Systems: To provide detailed information to local, state, and federal agencies, as well as the public, regarding transportation facilities, transportation systems, operational and asset condition data, and supporting land uses.

Transportation Infrastructure and Operations: To collect data for analysis and provide detailed information regarding the transportation system and its operations.

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, and any other interested parties with sufficient opportunities to be involved in the transportation planning process.

Environmental Consultation Process: To link the transportation planning and environmental assessment processes early in the project development phase; To inform the project development and NEPA processes with the results of the environmental consultation process; To establish inter-agency, cross-disciplinary communication and education; To identify and pursue collaborative, cross-disciplinary environmental mitigation strategies.

Climate Change: To provide guidance about regional strategies to address climate change through air quality and congestion mitigation, as well as energy efficiency in order to reduce the Birmingham MPA's carbon footprint.

Long Range Transportation Plan: To ensure that the MPO maintains a long range transportation plan for the Birmingham MPA that is technically based on the latest available data for 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 and financially based on predictable, reliable funding sources.

Transportation Improvement Program (TIP): To develop a list of federally funded transportation projects to be completed by the ALDOT, the BJCTA, local government, and other

project sponsors. Monitor the program balance and the status of projects programmed under the STPBH and the CMAQ. Administer TIP Amendment requests.

Air Quality Conformity Analysis and Reporting: To demonstrate conformity with the 1990 Clean Air Act of plans, programs, and projects funded or approved by the FHWA.

Thoroughfare Planning: To establish a baseline roadway network plan that addresses capacity needs for existing functionally classified roadways; To identify future roadway network needs and connections; To address issues of transportation system preservation and sustainability; To address transportation system security by planning for the provision of a redundant network that identifies travel route alternatives.

Public Transportation Planning: Assist with continued development of public transportation services by aiding public transportation providers with planning, service delivery, and long term financing strategies by: Updating BJCTA Transit Development Plan (TDP); Identifying strategies that sustain, maintain, and improve public transit services; Reviewing and revising existing public transportation and paratransit policies, and identify needed policies; Acquiring analyze, and maintain data; Providing training.

Active Transportation Planning: To support regional connectivity and active transportation networks utilizing multimodal streets, greenways, parks, and other public greenspace by establishing short-term and long-term implementation strategies.

Logistics System Planning: To develop a regional multimodal goods movement transportation strategy that will identify improvement for freight movements.

Transportation Safety Planning: To incorporate transportation safety into the planning process and improve transportation safety in the community.

U.S. 78 West Corridor Plan: To evaluate the continued feasibility of a programmed roadway widening project in light of the development of I-22 Corridor (Corridor X, a parallel interstate roadway. To reevaluate the US 78 corridor's land use configuration and orientation, particularly for communities affected and/or destroyed by the April 2011 tornadoes. To identify specific land use strategies that accomplish recommendations identified in the US 78 Corridor Coalition Safety Study. To achieve livability goals through transportation solutions as specified by the Federal Highway Administration , U.S. Environmental Protection Administration, Federal Transit Administration and U.S. Housing and Urban Development.

2010-2011 Fiscal Year Accomplishments

MPO Administration

- Prepared for and attended monthly committee meetings; participated in meetings with various local, regional, and state organizations.

- Adopted the FY 2012-2015 Transportation Improvement Program (TIP), Rebalanced / Updated FY 2008-2011 TIP and Air Quality Conformity Determination Report.
- Adopted the Air Quality Conformity Determination Report for 24-hr PM2.5 Standard.
- Submitted a TIGER II grant to the USDOT.
- MPO also reviewed annual reports for the Alabama Partners for Clean Air (APCA) and the CommuteSmart/Rideshare Program.

Unified Planning Work Program

- A UPWP, which identifies tasks and funding sources, was adopted by the Transportation Citizens Committee, Transportation Technical Committee, MPO Subcommittee, and MPO.
- Two Semi-Annual reports were produced for ALDOT review.

Capital and Operating Purchases

- Purchased and installed the Cube Avenue and Cube Sugar Network Editor.

Education and Training

- Staff members attended, made presentations at, hosted, and assisted with organization of workshops, conferences, and trainings. Subscribed to and read relevant professional publications.

Continuity of Operations Plan (COOP)

- Review responsibilities and procedures of COOP.

Data Collection and Forecasting

- Continue to collect basic data such as land use and land development characteristics, school populations, site specific employment, and localized environmental conditions for use within the overall local and regional planning environment.
- Development of a new website includes a transportation data/resource center, functional classification roadways, plan projects, and web-based maps.
- The transportation data/resource center also will continue to collect site transportation impact studies for new and/or expanded development, for specific corridors and/or study areas, and selective intersection turning movement counts on major roadways. In addition, an inventory of traffic control devices, signal timing plans, Synchro roadway networks, and pavement conditions will be collected from external sources.
- Ongoing work includes hardware and software updates, data collection and mapping, including but not limited to, traffic counts, bicycle and trail facilities, freight and rail lines, land use, and census data.

Socioeconomic Data Collection and Analysis

- The RPCGB purchases annual updates of demographic and socioeconomic data from Nielsen-Claritas. Employment by place of work data was purchased from InfoUSA for 2010, to be consistent with the decennial census.

- Staff participated in Census-related programs and workshops.
- Traffic Analysis Zone (TAZ) boundaries are being redrawn to Census standards.
- Construction trends were monitored using the Housing Starts program estimates.

Travel Demand Modeling

- Cube software was purchased and is in use.
- The Cube Voyager was used for transportation air quality conformity determination in December 2010.
- Preparation for Transportation Conformity for annual PM2.5 and ozone standards are in progress through MOVES (Motor Vehicle Emissions Simulator).

Geographic Information Systems

- Revised study area base maps and develop interactive tools for the RPCGB website.
- Developed new population and employment forecasts.
- Mapped bicycle and trail facilities, freight facilities, rail lines, and logistics hubs.
- SDE transportation model has been designed and implemented.

Transportation Infrastructure and Operations

- Collected basic transportation data, such as traffic counts and travel times, inventory of traffic control devices, signal timing plans, and incident response.

Public Involvement

- The MPO website was incorporated into the redesign of the RPCGB website with links to specific projects.
- The Public Participation Plan continues to be implemented, including an updated, reprinted Transportation Public Contact List.
- Visualization and interactive exercises are used extensively with outreach activities for at least three projects.
- The MPO facilitated, participated, and/or hosted several training opportunities, including the RPCGB Annual Conference, the Building Communities conference, CommuteSmart workshop, APCA workshop, and several opportunities for education regarding bicycles and pedestrians, including bicycle sharing.
- 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 DBE policy was updated and posted on the MPO website. Regular reports were submitted to the ALDOT.

Environmental Consultation Process

- “Red Flag” environmental maps
- “Red Flag” analysis of Birmingham 2035 RTP Roadway Capacity Projects
- Solicitation of Federal and State resource agency comments on Birmingham 2035 RTP

Climate Change

- A report titled “Climate Change Considerations and On-Road Greenhouse Gas Emissions in the Birmingham Metropolitan Planning Area” was completed in FY 2011.

Long-Range Transportation Plan

- The 2040 Regional Transportation Plan (RTP) is under development with the 2010 Census data being collected and analyzed as it becomes available. The MPO is aware that its MPA boundaries will, mostly likely, be expanding.
- An FHWA scenario planning workshop was conducted for use with the 2040 RTP.

Transportation Improvement Program (TIP)

- Developed and adopted the FY 2012-2015 TIP.
- Current projects were reviewed and future phases identified. Available balance for new projects was calculated and input for new projects was solicited from cities, counties, ALDOT, and the BJCTA.
- The TIP Subcommittee developed a draft list which was sent to ALDOT and recommended for adoption by the MPO.

Air Quality Conformity Analysis and Reporting

- The transportation conformity for 24-hour PM_{2.5} standard was approved in December 2010. The RPCGB is heavily involved in working with the IAC to review proposals related to air quality and to recommend means to reduce emissions and congestion.
- Completed Annual Summary Report of Emissions Reductions.
- A public involvement meeting for modifications to air quality conformity report was held in October 2010. Results were documented and approved by the MPO. Modifications to the LRTP capacity projects will be necessitated by the development of the FY 2012-2015 TIP and aspects of fiscal constraint.
- MOVES is being implemented for emissions modeling. Attended MOVES training for project level analysis and will use for FY 2011 report. Migration to MOVES has been completed. Hosted EPA MOVES training workshop in conjunction with the ALDOT.

Thoroughfare Planning

- Regional Thoroughfare Plan policy document and recommendations
- Regional Thoroughfare Plan Document
- Regional Thoroughfare Plan Map
- Functional Classification Map (updated)
- Local Thoroughfare Plan Development Guide

Public Transportation Planning

- Collected ridership data for all BJCTA routes
- Performed on-board transit survey
- Developed Reports

- Developed Maps and Other Analytical Tools
- Assisted BJCTA with Analyzing Route Performance
- Performed Transit Corridor Studies

Active Transportation Planning

- Active Transportation Plan
- Safe Routes to School (SRTS) workshops and assistance to local governments
- Bike-to-Work Day and Walk-to-School Day Activities
- University specific bicycle parking program (Samford University)
- General Bicycle Parking Program
- Hosted Complete Streets Technical Training Event
- The RPCGB directly facilitated or helped to facilitate several workshops/conferences, such as Building Communities, Complete Streets, SRTS, and local projects.

Logistics Systems Planning

- Freight stakeholder meetings
- Summary analysis of FAF2 and FAF3 data
- Freight Roadway Chokepoint Analysis
- Freight System Data Collection

Transportation Safety Planning

- US 78 Corridor Coalition Safety Plan

Table 6: Federal Highway Administration Planning (FHWA PL) Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$1,311,409	\$1,344,091	\$1,312,841
Expenses:	Salaries/Fringe/Indirect	\$992,272	\$925,974	\$940,964
	Direct Costs	\$87,668	\$111,000	\$130,560
	Contracts	\$46,406	\$295,000	\$162,500
	Total Expenditures	\$1,126,346	\$1,331,974	\$1,234,024
Match:	RPCGB Dues Match	\$225,269	\$241,395	\$149,305
	Other Match	\$0	\$25,000	\$97,500
Balance:	Balance Available	\$123,554	\$6,965	\$78,817

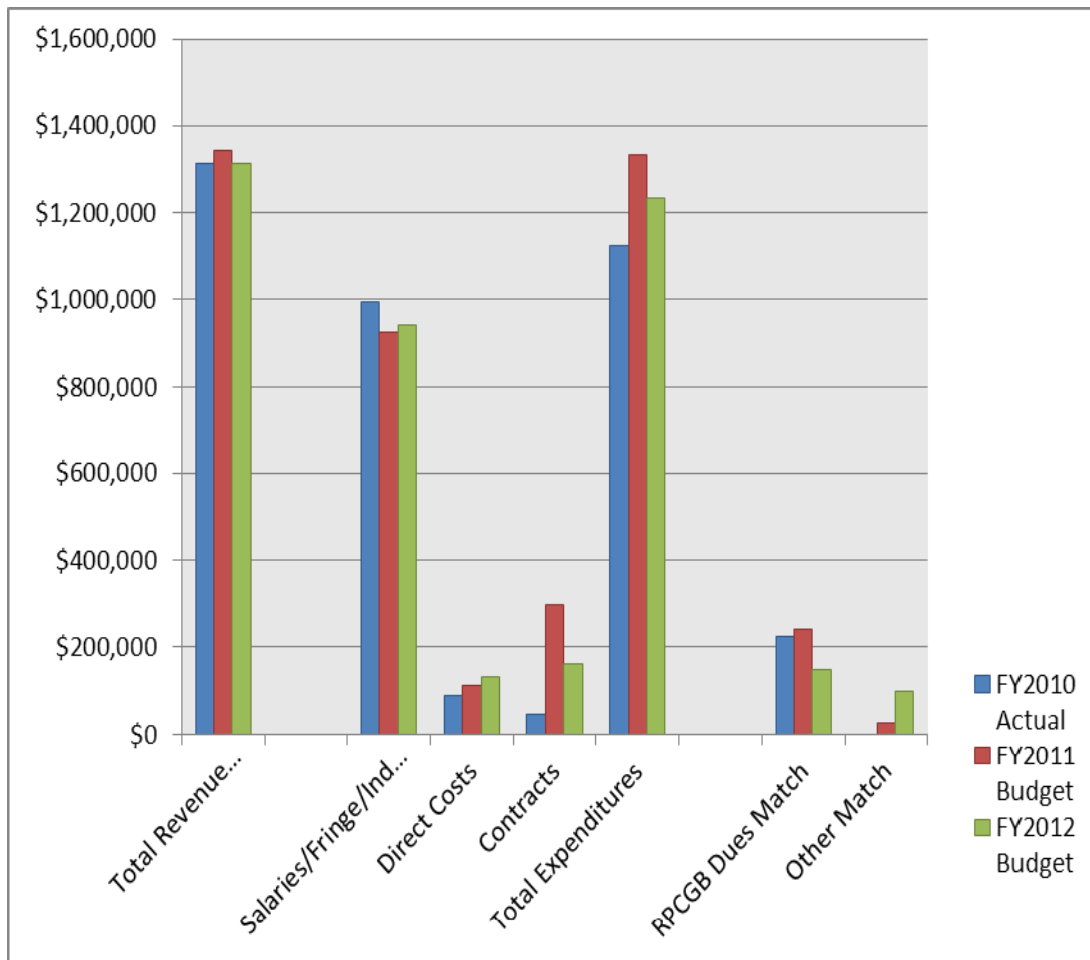


Figure 5: Federal Highway Administration Planning (FHWA PL) Comparison for Fiscal Years 2010, 2011 and 2012

3.2 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 \$12,500. This funding provides for RPCGB staffing. A dues match is not required but a donated match of \$1,266 will be used. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$6,172.

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.

2010-2011 Fiscal Year Accomplishments

- Data collection, surveys, public involvement, and needs analysis have been completed.
- The fatal flaw analysis was conducted for a light rail alternative eliminating this option.
- Project team completed land use plans, alignments for transit infrastructure, and potential transit station locations.

Table 7: Federal Transit Administration (FTA) 5309 U.S. 280 Corridor Alternative Analysis Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$71,862	\$13,750	\$12,500
Expenses:	Salaries/Fringe/Indirect	\$34,925	\$11,227	\$6,078
	Direct Costs	\$284	\$250	\$250
	Contracts		\$0	\$0
	Total Expenditures	\$35,209	\$11,477	\$6,328
Match:	RPCGB Dues Match	\$0	\$0	\$0
	Other Match	\$3,525	\$2,295	\$1,266
Balance:	Balance Available	\$16,999	\$2,510	\$6,172

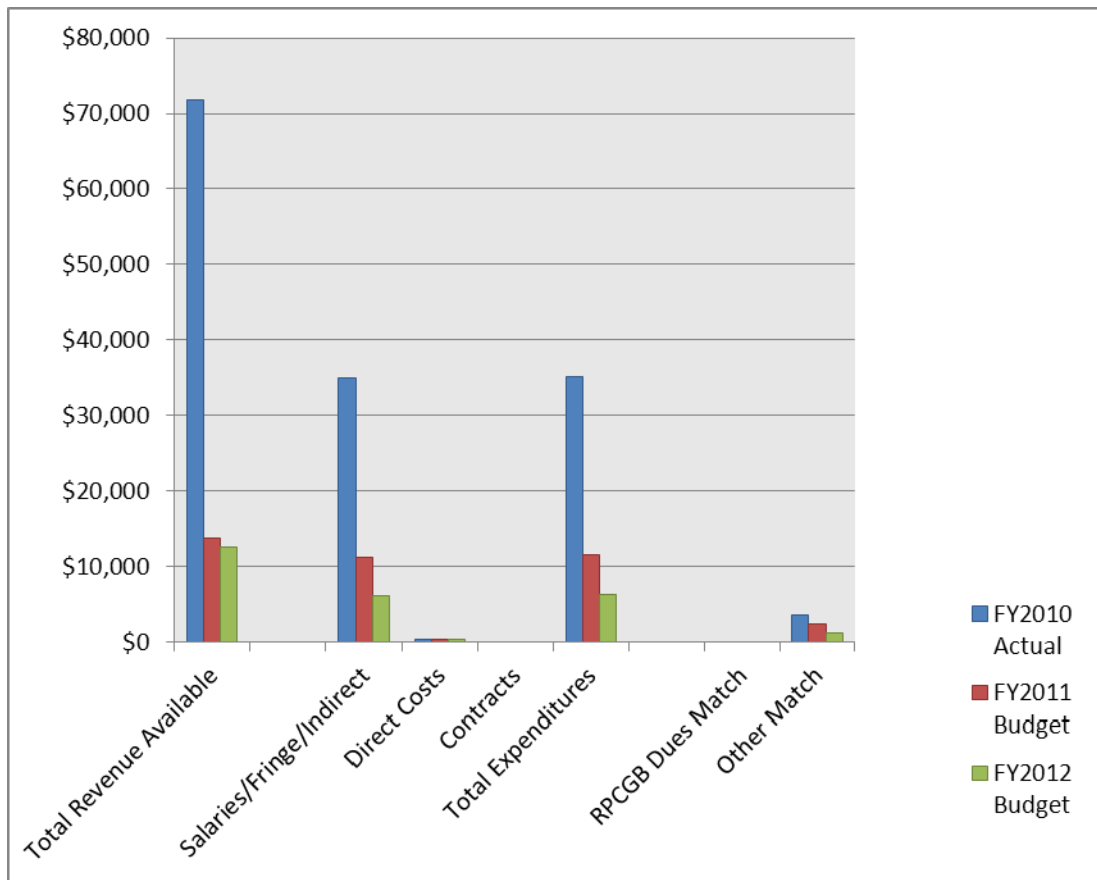


Figure 6: Federal Transit Administration (FTA) 5309 U.S. 280 Corridor Alternative Analysis Comparison for Fiscal Years 2010, 2011 and 2012

3.3 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 \$6,250. This funding provides for RPCGB staffing. A dues match is not required but a donated match of \$1,216 will be used. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$172.

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.

2010-2011 Fiscal Year Accomplishments

- The Tier 2 analysis and report are complete, with the locally preferred alternative being identified as a high occupancy vehicle lane with bus rapid transit.

Table 8: Federal Transit Administration (FTA) 5309 – I-65/US Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$57,330	\$18,750	\$6,250
Expenses:	Salaries/Fringe/Indirect	\$17,359	\$16,841	\$6,078
	Direct Costs	\$265		\$0
	Contracts	\$0		\$0
	Total Expenditures	\$17,624	\$16,841	\$6,078
Match:	RPCGB Dues Match	\$0	\$0	\$0
	Other Match	\$3,525	\$3,368	\$1,216
Balance:	Balance Available	\$2,267	\$2,264	\$172

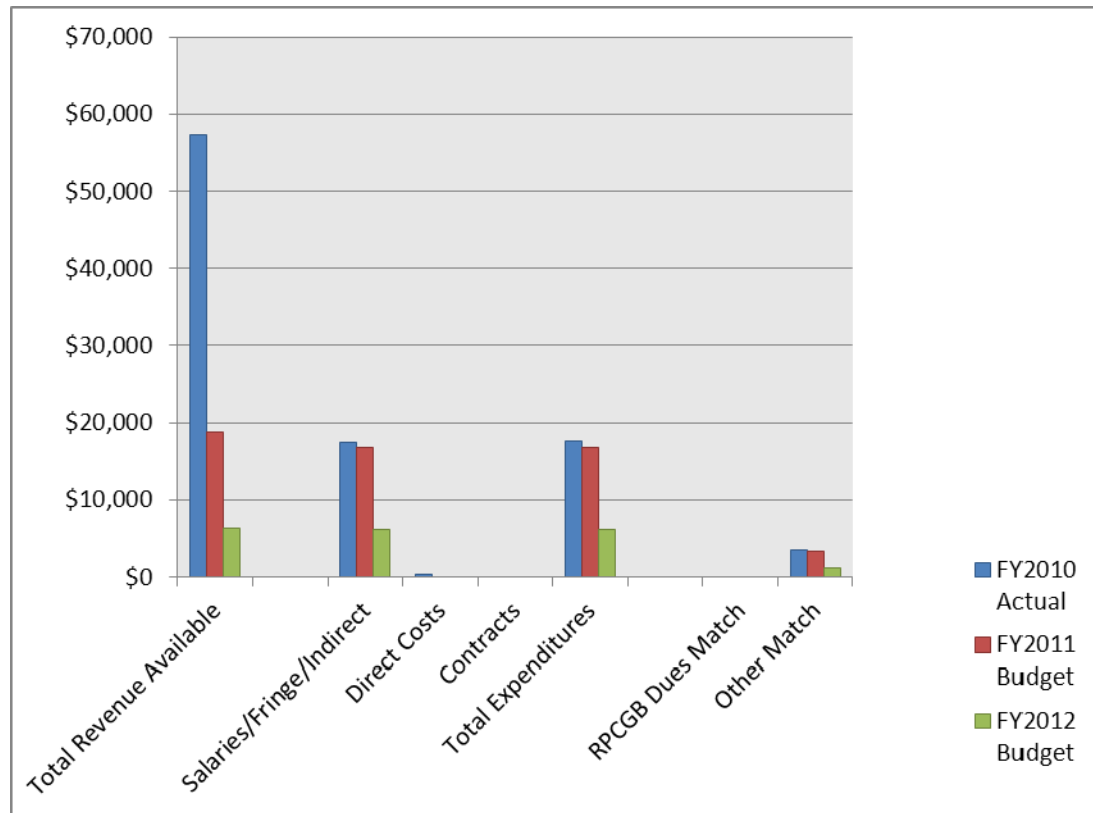


Figure 7: Federal Transit Administration (FTA) 5309 – I-65/US Comparison for Fiscal Years 2010, 2011 and 2012

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

Project Manager

Mr. Darrell Howard, Deputy Director of Planning

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 \$436,388. This funding provides for RPCGB staffing. A dues match is not required but a donated match of \$16,857 will be used. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$352,100.

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.

2010-2011 Fiscal Year Accomplishments

- Onboard transit survey and analysis
- Establish project study area
- Public engagement and stakeholder outreach
- Data collection and analysis
- Existing Conditions Report
- Travel Demand Model Modifications

Table 9: Federal Transit Administration (FTA) 5309 U.S. 11/Bessemer Super Highway Alternatives Analysis Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$87,809	\$212,500	\$436,388
Expenses:	Salaries/Fringe/Indirect	\$49,041	\$107,993	\$81,787
	Direct Costs	\$903	\$2,500	\$2,500
	Contracts	\$0	\$0	\$0
	Total Expenditures	\$49,944	\$110,493	\$84,287
Match:	RPCGB Dues Match	\$0	\$0.00	\$0
	Other Match	\$9,989	\$22,099	\$16,857
Balance:	Balance Available	\$0	\$99,845	\$352,100

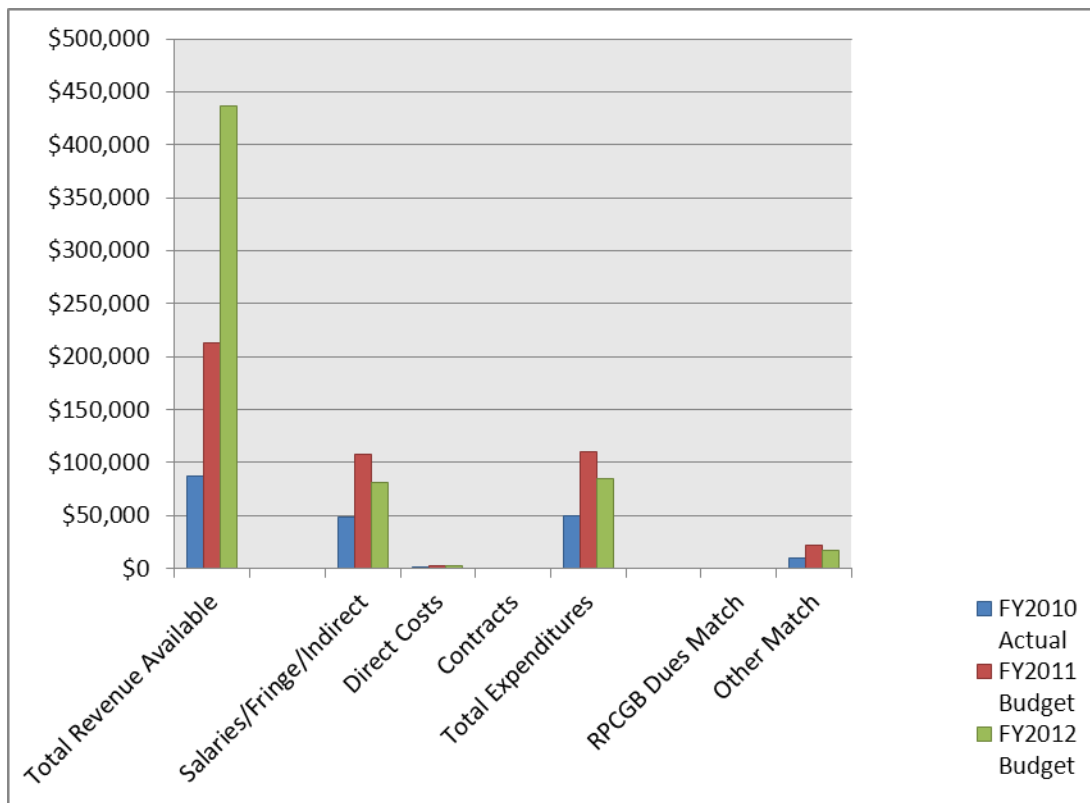


Figure 8: Federal Transit Administration (FTA) 5309 U.S. 11/Bessemer Super Highway Alternatives Analysis Comparison for Fiscal Years 2010, 2011 and 2012

3.5 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 for RPCGB staffing for outreach to RPCGB's rural counties of Blount, Chilton, St. Clair and Walker for transportation consultation. A dues match of \$12,053 is required. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$2,234.

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 in February, April and August 2011. The meetings were organized 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. RPCGB spent a great deal of time in 2010 looking for opportunities and reviewing priorities. In 2011 the citizens and elected officials began by examining those opportunities and talking about actions that need to be taken to move forward with specific strategies. An excellent set of strategies were developed and final input was received so that the strategies can move forward.

Table 10: State Planning Research (SPR) Rural Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$62,500	\$62,500	\$62,500
Expenses:	Salaries/Fringe/Indirect	\$63,797	\$55,187	\$57,730
	Direct Costs	\$2,744	\$2,000	\$2,536
	Contracts		\$0	\$0
	Total Expenditures	\$66,541	\$57,187	\$60,266
Match:	RPCGB Dues Match	\$12,500	\$11,437	\$12,053
	Other Match		\$0	\$0
Balance:	Balance Available	\$6,005	\$6,478	\$2,234

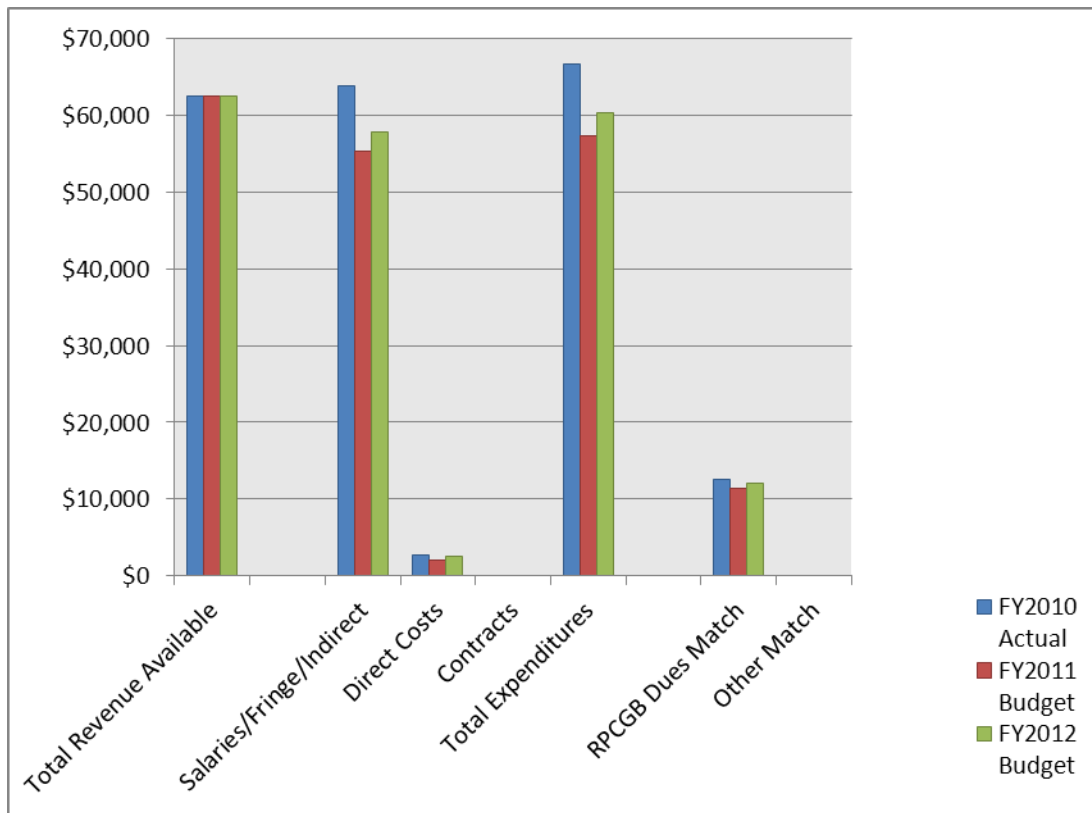


Figure 9: State Planning Research (SPR) Rural Comparison for Fiscal Years 2010, 2011 and 2012

3.6 Federal Transit Administration (FTA) 5309 - U.S. 11 East/U.S. 78 East Corridor Alternative Analysis

Project Manager

Ms. Steve Ostaseski, 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 East and US 78 East Corridor

Program Description

Total Revenue Available is \$2,493,524. This funding provides for RPCGB staffing and third party contractor. A dues match of \$18,485 and a cash match of \$100,000 will be used. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$1,909,349.

Major Objectives

Provide public transportation alternatives to improve travel in the U.S. 11/U.S. 78 East corridor. This includes exploration of public transportation alternatives for travel between Downtown Birmingham and the Birmingham-Shuttlesworth International Airport.

2010-2011 Fiscal Year Accomplishments

- Regional Transit Alternatives Analysis i.e; Transit System Plan
- Building Communities Project – City of Leeds Master Plan

**Table 11: Federal Transit Administration (FTA) 5309 U.S. 11 East/U.S. 78 East Corridor
Alternative Analysis Comparison for Fiscal Years 2010, 2011 and 2012**

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	n/a	n/a	\$2,493,524
Expenses:	Salaries/Fringe/Indirect	n/a	n/a	\$214,175
	Direct Costs	n/a	n/a	\$10,000
	Contracts	n/a	n/a	\$360,000
	Total Expenditures	n/a	n/a	\$584,175
Match:	RPCGB Dues Match	n/a	n/a	\$18,485
	Other Match	n/a	n/a	\$100,000
Balance:	Balance Available	n/a	n/a	\$1,909,349

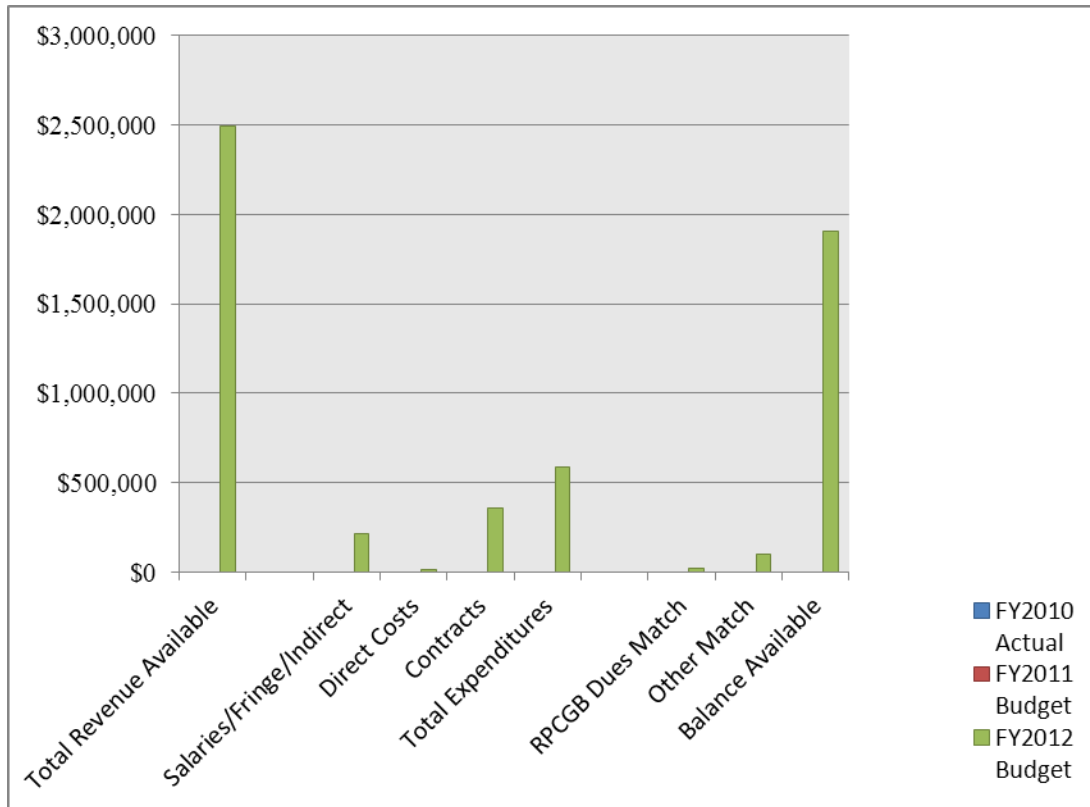


Figure 10: Federal Transit Administration (FTA) 5309 U.S. 11 East/U.S. 78 East Corridor Alternative Analysis Comparison for Fiscal Years 2010, 2011 and 2012

3.7 Surface Transportation Program (STP) - CommuteSmart Program (Rideshare)

Project Manager

Ms. Lindsey Gray, Deputy 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 staffing and a third party contractor to operate the carpool and vanpool programs. A match is not required. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$23,166.

Major Objectives

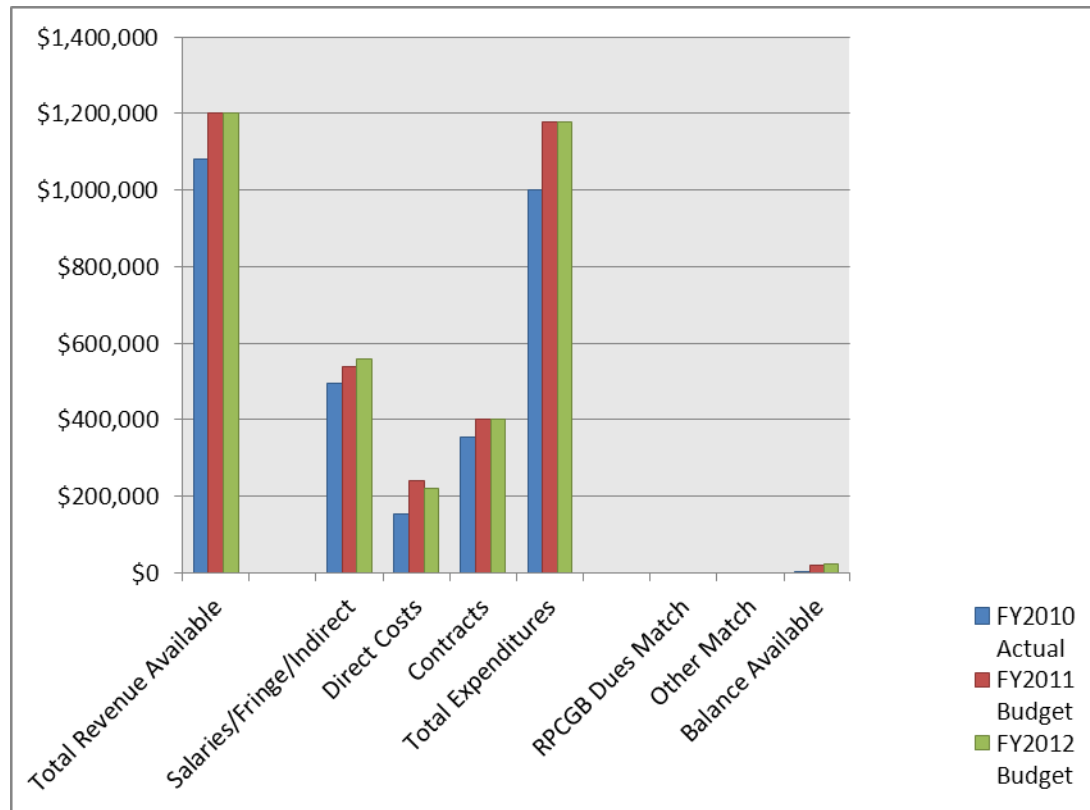
To reduce reliance on the single-occupant automobile through programs that result in air emissions reductions.

2010-2011 Fiscal Year Accomplishments

- Ongoing activities have been conducted for employer-based outreach programs, vanpool operations services, and park-and-ride lot development.
- An annual report documenting accomplishments was prepared and printed.

**Table 12: Surface Transportation Program (STP) - CommuteSmart Program (Rideshare)
Comparison for Fiscal Years 2010, 2011 and 2012**

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$1,081,600	\$1,200,000	\$1,200,000
Expenses:	Salaries/Fringe/Indirect	\$493,350	\$537,748	\$557,834
	Direct Costs	\$153,621	\$239,000	\$219,000
	Contracts	\$352,806	\$400,000	\$400,000
	Total Expenditures	\$999,777	\$1,176,748	\$1,176,834
Match:	RPCGB Dues Match		\$0	\$0
	Other Match		\$0	\$0
Balance:	Balance Available	\$2,132	\$20,248	\$23,166



**Figure 11: Surface Transportation Program (STP) - CommuteSmart Program (Rideshare)
Comparison for Fiscal Years 2010, 2011 and 2012**

3.8 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 \$731,250. This funding provides for RPCGB staffing and a third party contractor for selected components of projects or for a total project. A cash match of \$82,968 will be used. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$316,409.

Major Objectives

To provide grants to local communities within the Birmingham MPA 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.

2010-2011 Fiscal Year Accomplishments

The RPCGB received the Outstanding Planning Award for a Project/Program Tool from the American Planning Association – Alabama Chapter for its Building Communities Program. The Building Communities Program links transportation planning with land use planning and is designed to provide funding to local governments to assist in developing and implementing comprehensive plans which focus on the relationship between transportation and land use. RPCGB Executive Director, Charles Ball, accepted the award on behalf of the Commission.

Projects complete or underway through FY 2011 include the following:

- Highland Park Neighborhood Assessment and Zoning Code Review
- City of Vestavia Hills Zoning Ordinance and Subdivision Regulations Update
- City of Vestavia Hills Cahaba Heights Neighborhood Plan
- City of Graysville Form Based Codes
- City of Calera Comprehensive Plan Update
- City Center One-Way Street Conversion Study
- City of Bessemer Transportation/Transit Plan, Master Plan Update, Form Based Code Overlay
- Birmingham/Fountain Heights 16th Street Corridor Design Plan
- City of Irondale U.S. 78 Corridor Study
- City of Birmingham Collegeville Plan and Access Study

Table 13: Surface Transportation Program (STP) - Building Communities Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$1,000,000	\$722,500	\$731,250
Expenses:	Salaries/Fringe/Indirect	\$293,554	\$312,555	\$354,841
	Direct Costs	\$5,748	\$0	\$10,000
	Contracts	\$97,495	\$100,000	\$50,000
	Total Expenditures	\$396,797	\$412,555	\$414,841
Match:	RPCGB Dues Match	\$25,315	\$31,255	\$0
	Other Match	\$42,915	\$51,255	\$82,968
Balance:	Balance Available	\$658,849	\$355,916	\$316,409

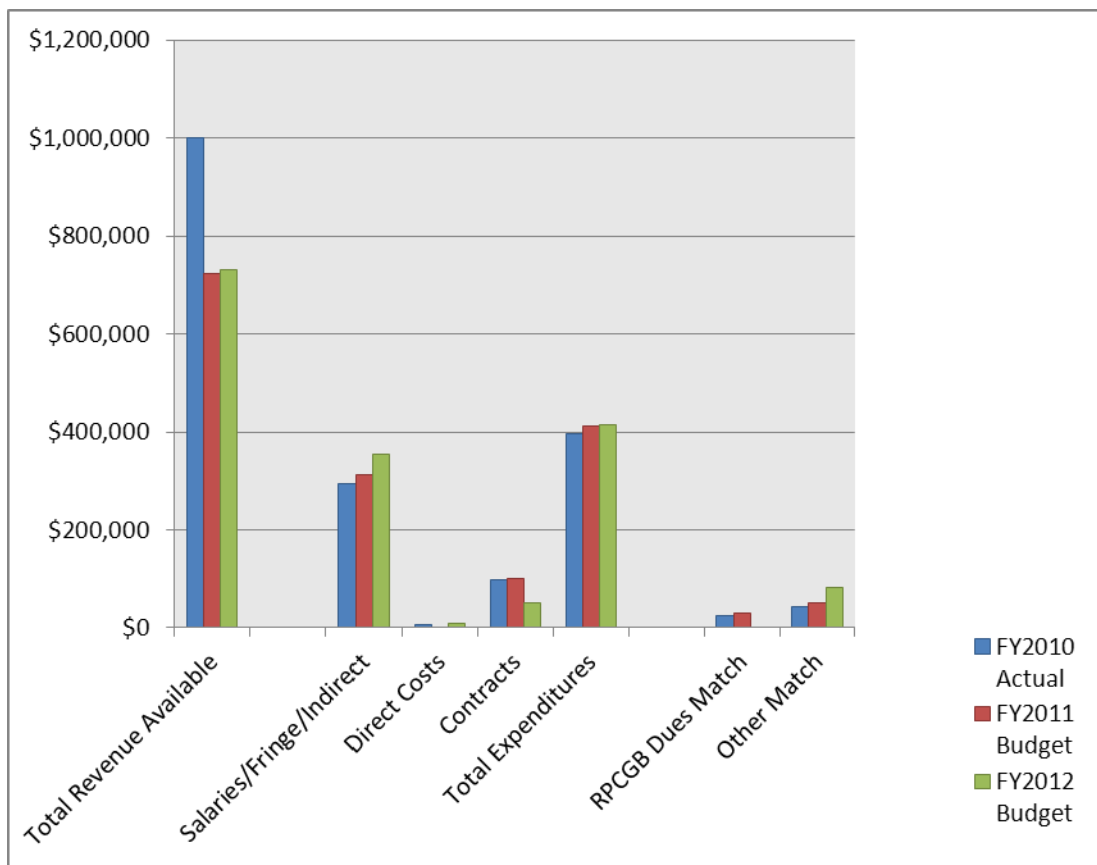


Figure 12: Surface Transportation Program (STP) - Building Communities Comparison for Fiscal Years 2010, 2011 and 2012

3.9 Statewide Transportation Planning (STP) – Advanced Planning and Preliminary Engineering (APPLE)

Project Manager

Mr. Darrell Howard, Deputy Director of Planning

Project Manager's Goal:

Program Description

Total Revenue Available \$250,000. This funding provides for RPCGB staffing. A dues match of \$12,264 will be used. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$178,679.

Major Objectives

To improve the quality and timelines of the overall project development process by: Assisting local governments determine project feasibility specific to both non-motorized and multimodal travel corridors in advance of entering an expensive and extended project development process; Assisting project sponsors better articulate project scope, and understand both the planning considerations and potential costs; Assisting the project development process by educating local governments about the ALDOT project development process; Providing information to the Birmingham MPO in order to better manage uncertainties in program funding

2010-2011 Fiscal Year Accomplishments

The following are previous projects that will directly benefit this task.

- Five Mile Creek Trail Location Study
- Fultondale Five Mile Creek Trail Feasibility Study
- Columbian Rails to Trail

Table 14: Statewide Transportation Planning (STP) – Advanced Planning and Preliminary Engineering (APPLE) Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	n/a	n/a	\$250,000
Expenses:	Salaries/Fringe/Indirect	n/a	n/a	\$61,321
	Direct Costs	n/a	n/a	\$10,000
	Contracts	n/a	n/a	\$0
	Total Expenditures	n/a	n/a	\$71,321
Match:	RPCGB Dues Match	n/a	n/a	\$12,264
	Other Match	n/a	n/a	\$0
Balance:	Balance Available	n/a	n/a	\$178,679

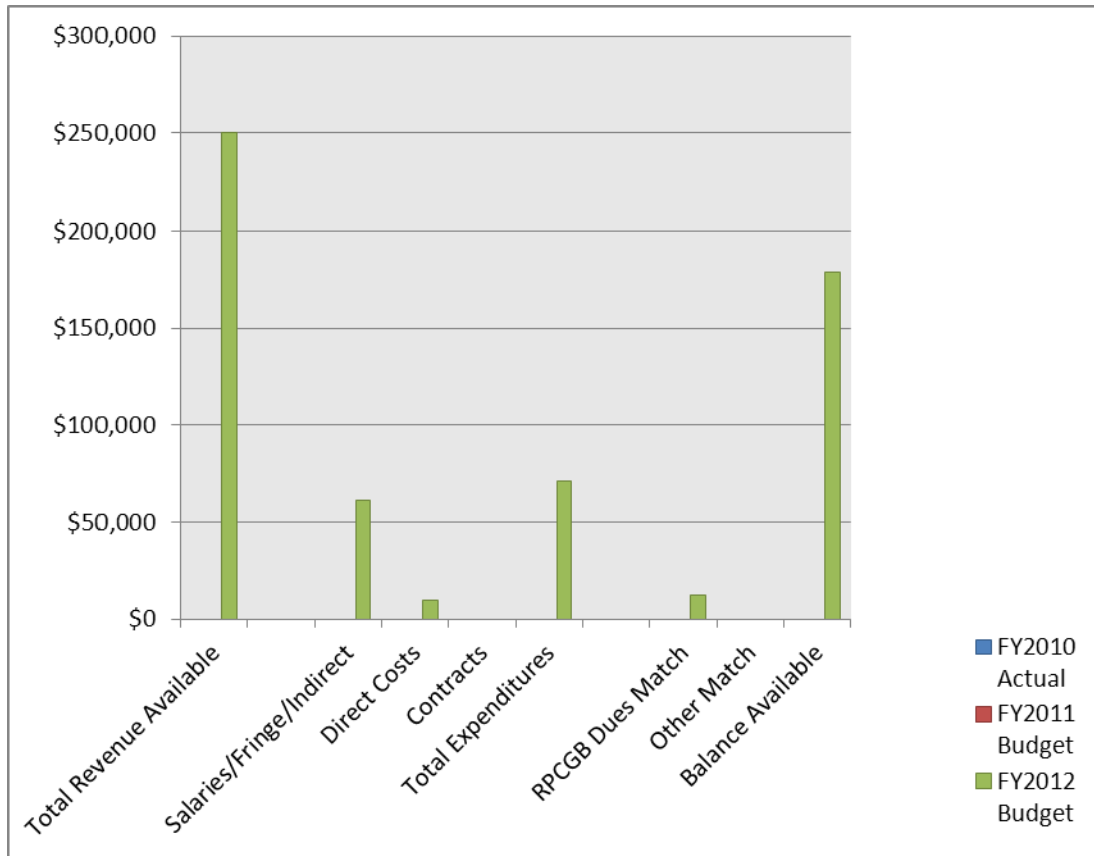


Figure 13: Statewide Transportation Planning (STP) – Advanced Planning and Preliminary Engineering (APPLE) Comparison for Fiscal Years 2010, 2011 and 2012

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

Project Manager:

Ms. Lindsey Gray, Deputy 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 \$1,500,000. This funding provides for RPCGB staffing, contracts with partners and marketing of the Air Quality program. A match is not required. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$178,770.

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.

2010-2011 Fiscal Year Accomplishments

- Twelve outreach events were conducted for dissemination and input regarding air quality conformity.
- CommuteSmart and APCA have consolidated many outreach efforts, particularly in the business community.
- APCA continues to promote idle-free zones in school pick-up lines.
- A report documenting the program and funding activities of APCA for the period October 1, 2009 – September 30, 2010 was completed.

Table 15: Congestion Mitigation Air Quality (CMAQ) Air Quality Planning Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$1,320,000	\$1,325,000	\$1,500,000
Expenses:	Salaries/Fringe/Indirect	\$138,046	\$128,957	\$125,230
	Direct Costs	\$281,949	\$196,000	\$196,000
	Contracts	\$466,394	\$1,000,000	\$1,000,000
	Total Expenditures	\$886,389	\$1,324,957	\$1,321,230
Match:	RPCGB Dues Match	\$23,531		\$0
	Other Match	\$240,152		\$0
Balance:	Balance Available	\$1,584	\$174,597	\$178,770

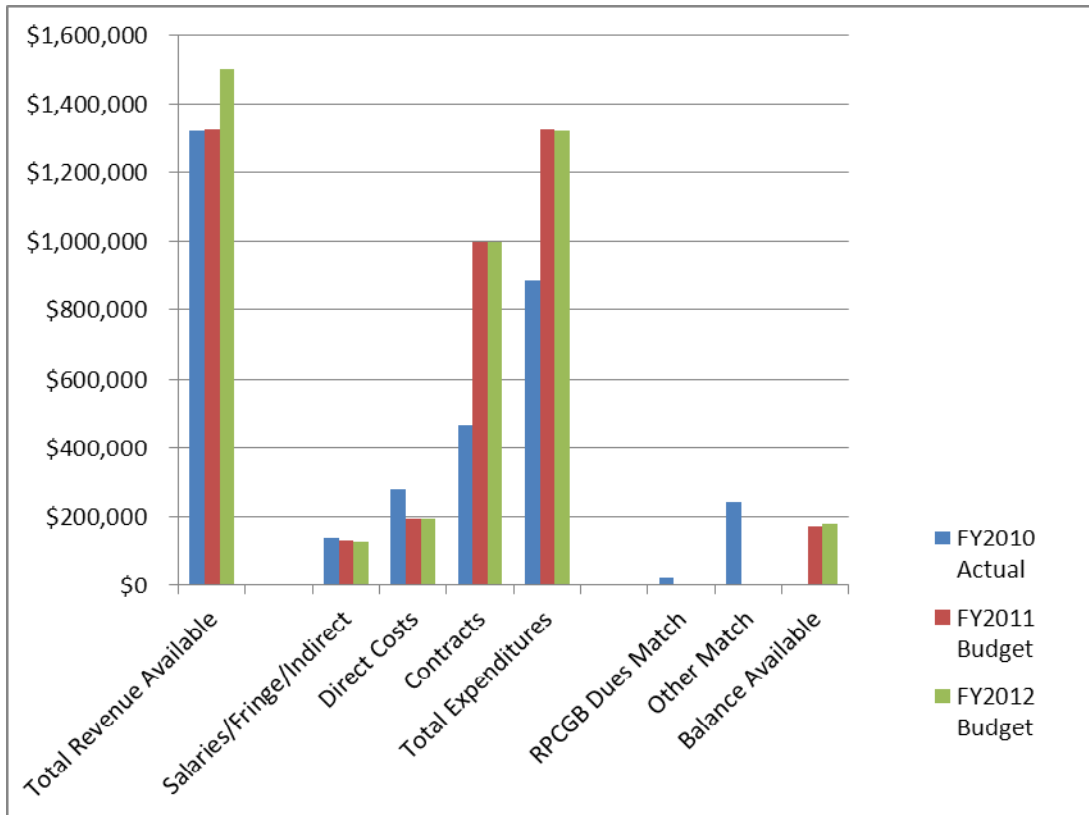


Figure 14: Congestion Mitigation Air Quality (CMAQ) Air Quality Planning Comparison for Fiscal Years 2010, 2011 and 2012

3.11 State Transportation Planning (STP) - Congestion Management Process

Project Manager

Mr. Mike Kaczorowski, Senior Planner

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 \$250,000. This funding provides for a third party contractor. A dues match is not required but a cash match of \$50,000 will be used. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$0.00.

Major Objectives

To comply with federal regulations for transportation management areas having populations of 250,000 or more to develop and maintain a congestion management process for the purpose of monitoring, managing and mitigating congestion across the region's transportation system.

2010-2011 Fiscal Year Accomplishments

- Ongoing data collection to include traffic counts and monitoring system
- Bi-Annual Congestion Report
- Transportation Data Center (Information Clearinghouse) Web Page (activate on the RPCGB website)
- Ongoing coordination for Incident Management
- Traffic counts continue to be gathered, analyzed, and posted to the RPCGB website. Travel time information has been collected in a variety of formats
- The RPCGB has met with the Jefferson County Emergency Management Agency and the City of Hoover to discuss options for improving information exchange. WebEOC software enables city agencies to communicate. Staff is waiting on a cost estimate for the software

Table 16: State Transportation Planning (STP) - Congestion Management Process Budget Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$187,500	\$150,000	\$250,000
Expenses:	Salaries/Fringe/Indirect	\$0	\$0	\$0
	Direct Costs	\$281	\$0	\$0
	Contracts	\$44,169	\$150,000	\$250,000
	Total Expenditures	\$44,450	\$150,000	\$250,000
Match:	RPCGB Dues Match	\$0	\$0	\$0
	Other Match	\$8,890	\$30,000	\$50,000
Balance:	Balance Available	\$0	\$0.00	\$0

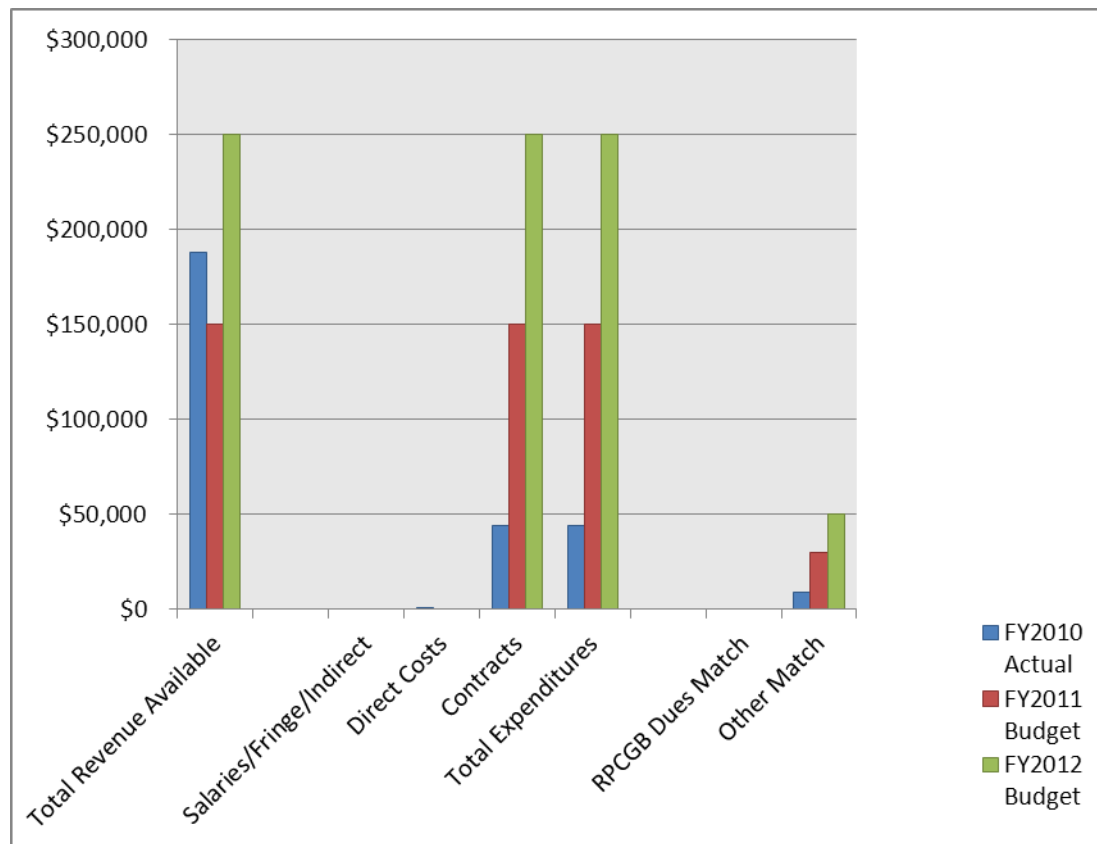


Figure 15: State Transportation Planning (STP) - Congestion Management Process Budget Comparison for Fiscal Years 2010, 2011 and 2012

3.12 Federal Transit Administration (FTA) 5316/5317 - Coordinated Human Service Transportation 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 \$50,000. This funding provides for RPCGB staffing. A match is not required. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$17,155.

Major Objectives

To develop and maintain a Human Services Coordinated Transportation Plan (HSCTP) that identifies strategies for coordinating improving mobility for transportation disadvantaged individuals and to administer the local FTA Section 5316 Job Access Reverse Commute (JARC) and 5317 New Freedom programs.

2010-2011 Fiscal Year Accomplishments

- A competitive process for JARC and New Freedom projects was conducted and programmed in the TIP for FY 2011.
- MPO staff conducted bids for acquiring project vehicles.
- Staff participates in monthly meetings of the statewide Alabama Transit Coalition and works with cities and counties to improve coordination.
- The HSCTP update was completed and approved by the MPO.

Table 17: Federal Transit Administration (FTA) 5316/5317 Public Transportation - Coordinated Human Service Planning Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$145,000	\$78,600	\$50,000
Expenses:	Salaries/Fringe/Indirect	\$43,166	\$59,627	\$32,595
	Direct Costs	\$668	\$250	\$250
	Contracts	\$0	\$0.00	\$0
	Total Expenditures	\$43,834	\$59,877	\$32,845
Match:	RPCGB Dues Match	\$0	\$0	\$0
	Other Match	\$0	\$0	\$0
Balance:	Balance Available	\$2,485	\$12,656	\$17,155

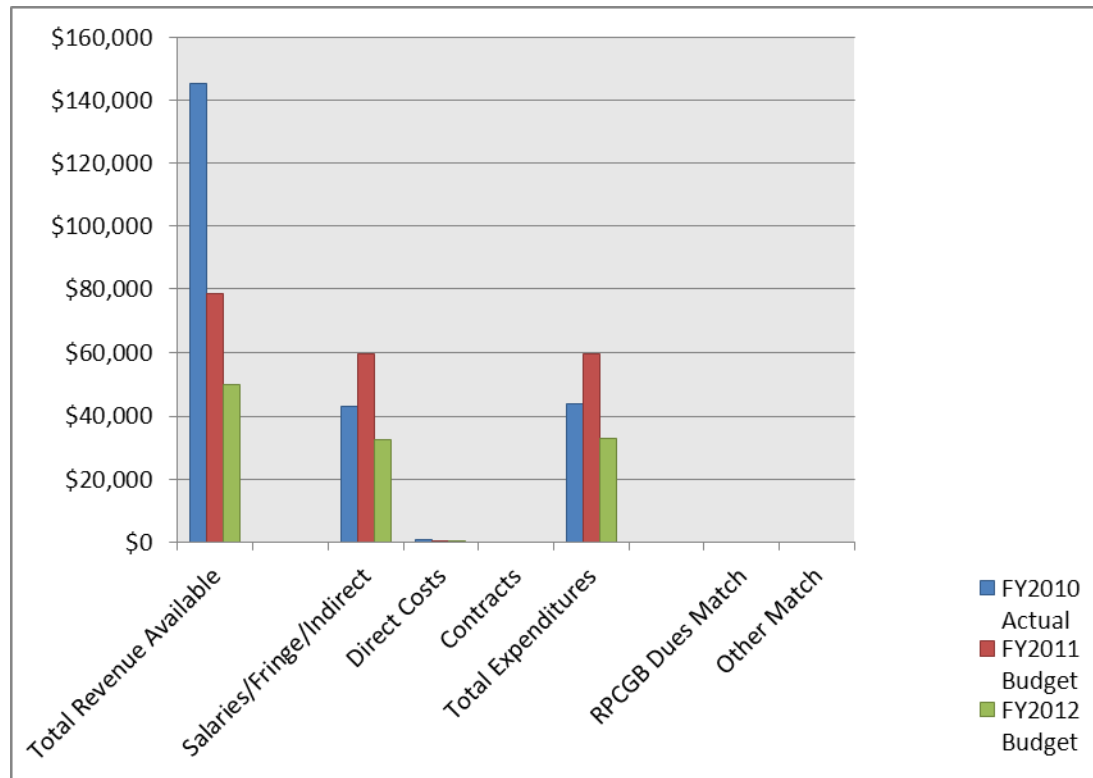


Figure 16: Federal Transit Administration (FTA) 5316/5317 Public Transportation - Coordinated Human Service Planning Comparison for Fiscal Years 2010, 2011 and 2012

3.13 Economic Development Administration (EDA)

Project Manager

Mrs. Yvonne Murray, Director of Economic Development

Project Manager's Goal: To become more proactive in the region in terms of development and growth through the provision of technical assistance, serve 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 of \$47,919 will be used. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$10,163.

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.

2010-2011 Fiscal Year Accomplishments

- Grant/loan assistance provided to:
- Innovation Depot (management of EDA funds and construction project)
- Regional Energy Efficiency and Conservation Block Grant submission and award for St. Clair, Bibb, Blount, Chilton, and Walker Counties\
- Provided support to the Birmingham Business Alliance.
- Provided support to the Governor's Region 4 Workforce Development Council.
- Aided in the operation 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.

Table 18: Economic Development Administration (EDA) Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$106,000	\$126,000	\$106,000
Expenses:	Salaries/Fringe/Indirect	\$111,119	\$101,201	\$91,937
	Direct Costs	\$9,503	\$3,900	\$3,900
	Contracts	\$388	\$0	\$0
	Total Expenditures	\$121,010	\$105,101	\$95,837
Match:	RPCGB Dues Match		\$52,550	\$47,919
	Other Match	\$60,505	\$53,000	\$0
Balance:	Balance Available	\$282	\$3,036	\$10,163

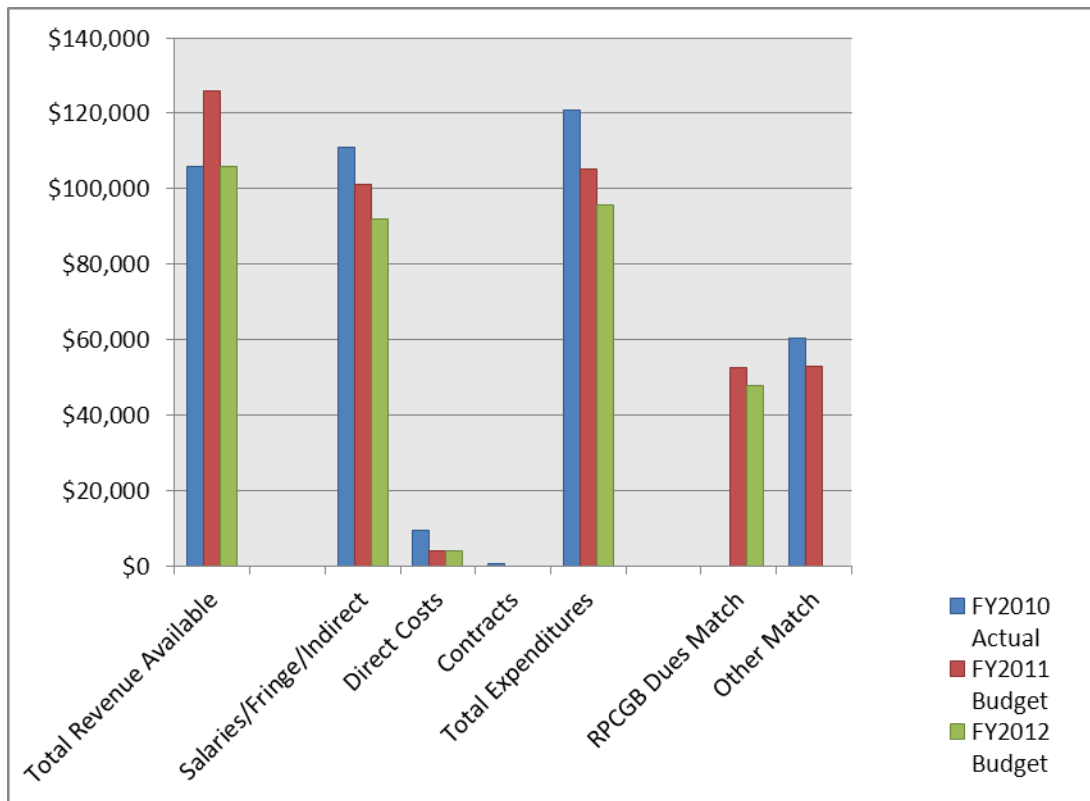


Figure 17: Economic Development Administration (EDA) Comparison for Fiscal Years 2010, 2011 and 2012

3.14 Appalachian Regional Commission (ARC)

Project Manager

Mrs. Yvonne Murray, Director of Economic Development

Project Manager's Goal: The goal for fiscal year 2012 is maximizing the use of funds beyond the levels attained in 2011 and increase of service levels.

Program Description

Total Revenue Available is \$200,000. This funding provides for RPCGB staffing to assist local governments with technical information. A dues match of \$77,890 is required. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and is \$44,220.

Major Objectives

This funding supports the provision of technical assistance to county and municipal governments within RPCGB'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.

2010-2011 Fiscal Year Accomplishments

Table 19: ARC Performance

<u>Performance Indicators</u>	<u>FY 2010</u>		<u>FY 2011</u>	
	Projected	Actual	Projected	Actual
Economic & Community Development Services	210	209	200	188
Community Planning Services	200	354	210	397
Zoning & Subdivision Services	30	13	20	13
Hazard Mitigation/Homeland Security Planning	0	0	0	0
Grant & Loan Management Services	50	48	50	43
Revolving Loan Fund Aid	20	71	30	37
Historic Preservation & Mainstreet Programs	5	8	10	1
Mapping Services	80	246	150	257
Meetings With Local Agencies	150	63	75	48
Data Services	150	36	150	92
Total	895	1048	895	1076

Some of the assistance provided includes:

Alabaster: 2010 Census data info
Alagasco: Provided 2010 TIGER data
Argo: Code Development
Bessemer: Provided GIS georeferencing for county tax delinquent properties
Birmingham: Botanical Gardens Master Plan Coordination
Birmingham: 1st Avenue South Improvements Funding Coordination
Birmingham: Attended City of Birmingham Planning Commission Meeting on Titusville Neighborhood Plan
Birmingham: Attended Housing Authority of Birmingham Hope VI meeting
Birmingham: Birmingham Botanical Gardens Master Plan Presentation
Birmingham: Birmingham development locations
Birmingham: Collegeville area maps
Birmingham: Demographic and socioeconomic report production for Operation New Birmingham
Birmingham: Geocoded church locations
Birmingham: Grant app assist - Urology Center of Alabama
Birmingham: Grant management assist, Susan Matlock, Innovation Depot
Birmingham: Kingston area public facilities GIS data development
Birmingham: Meeting regarding council district assessment with 2010 Census data
Birmingham: Meeting with Economic Development Staff
Birmingham: Meeting with local agency, Bob Dickerson, BBRC
Birmingham: Meeting with Planning and Engineering with City of Birmingham
Birmingham: Meeting with Titusville Neighborhood Association
Birmingham: Met with Birmingham Business Alliance to develop local and federal issues agenda
Birmingham: Met with Collegeville Neighborhood representative concerning funding of proposed Plan projects
Birmingham: City discussion on neighborhood development
Birmingham: Participated in press conference concerning importance of improved infrastructure
Birmingham: Production of US 11 corridor map - land use and mapping
Birmingham: Provided all 2010 census data by tracts and block groups for city comp plan
Birmingham: Provided demographic and socioeconomic data for selected zip codes
Birmingham: Provided demographic radius profile report and employment estimates Mainstreet Birmingham
Birmingham: Provided GIS data files for state senate/ house districts
Birmingham: Provided map of west Birmingham neighborhoods
Birmingham: Provided maps of the Norwood area
Birmingham: Birmingham: Provided preliminary assessment and base maps for city council
Birmingham: Research the status of Surface Transportation Board Decision on 180-day Extension of Negotiation Period with CSX - 2011
Birmingham: RLF App Assist - IMSYS Innovation Depot
Birmingham: RLF App Assist - Stacey Williams, Dapper Doggie Depot
Birmingham: RLF App Assist - WIPS, Innovation Depot
Birmingham: RLF App Assist BBIS
Birmingham: RLF App Assist Innovation Depot

Birmingham: RLF App Assist, Frank Woodson, Bullet Iron & Welding
 Birmingham: RLF App Assist, Pete Treontis
 Birmingham: RLF App Assist, Philip Huey, What They Want
 Birmingham: Titusville North Neighborhood Plan Update
 Birmingham Jefferson County Transit Authority: Provided various route maps for presentation
 Blountsville: Letter of Concurrence
 Calera: Provided council district assessment with 2010 Census data
 Center Point: Sidewalk Project Design
 Chelsea: Code Development
 Clastran: Demographic and socioeconomic estimates of elderly & disabled pop
 Clastran: Provided map of central AL area -
 Clay: 2nd Avenue South project scoping and funding
 Clay: Community Plan
 Cordova: Zoning opinion
 County Line: Letter of Concurrence
 Fultondale: Five Mile Creek Greenway Partnership Meeting
 Gardendale: Code Development
 Gardendale: Community Plan
 Gardendale: GIS zoning map update
 Harpersville: Code Development
 Homewood: Letter of Support for SRTS Grant Application
 Homewood: Oxmoor Road project funding
 Homewood: Project funding work session w/ Homewood Finance Committee
 Hoover: Inverness Greenway - Vendor Presentation (Rubber Trails & Surfaces)
 Hoover: Stormwater Management City Engineer
 Housing Authority of Greater Birmingham: Neighborhood Development
 Irondale: Provided 2010 Census data
 Irondale: Provided council district assessment with 2010 Census data
 Jasper: RLF App Assist, James Holston
 Jefferson County Department of Health: Livability Committee Meeting
 Jefferson County Department of Health: Meeting with local agency
 Jefferson County: Conference call with Am Water, Jeffco sewer consultant
 Jefferson: CPPW Built Environment Policy Coordination with Regional Transportation Plan
 Jefferson: Grant info on park improve funds
 Jefferson: Grant writing assist - CDC grant
 Jefferson: Head Start/Community Center Traffic and Pedestrian Access Assessment
 Jefferson: Health Impact Assessment/CDC Grant Scoping
 Jefferson: Information request, Suzette Harris, Health Action
 Jefferson: Our One Mile Project Coordination
 Jefferson: Provided map to Birmingham News for location of Lakeshore Drive Extension
 Jefferson: RLF App Assist, All About People Employ
 Jefferson: RLF App Assist, Kelly Caufield
 Leeds: Attended Leeds City Council Meeting on Zoning Code
 Leeds: City Master Plan
 Leeds: Community Plan
 Leeds: GIS data development of Leeds City TIF district map

Leeds: GIS data development of Leeds City unimproved properties map
 Leeds: Meeting with Leeds Planning Commission
 Leeds: Public meeting with City
 Locust Fork: Telephone call, mapping and research
 Morris: Letter of Concurrence
 Mountain Brook: Provided 2010 Census data
 Mountain Brook: Sidewalk Project funding coordination
 Parrish: Funding assistance, Kelly Keeton Taft
 Pell City: Provided 2010 Census data
 Pell City: Provided zoning map/districts
 Pinson: Provided base maps
 Pinson: Updated Pinson city boundary files
 Red Mountain Park: Center for City Park Excellence Presentation and Red Mountain Park Announcement
 Regional: Alabama Birding Trail - Planning for the Alabama Highlands Region
 Regional: Americans with Disabilities Act Coordination and Compliance Planning
 Regional: Assistance with RLF forms - Billy McFarland
 Regional: Code Development
 Regional: Data request, Barbara Shores, SS Services
 Regional: Data request, Elizabeth Sims, Community Foundation
 Regional: Data request, Mike Roberts, FHWA
 Regional: Funding assistance Main Street Alabama
 Regional: Map request - AARC
 Regional: Meeting on energy efficient vehicles - Mark Bentley
 Regional: Meeting with local agency, Patrick Murphy, BBA
 Regional: National SRTS Training Course Mapping and Workshop Logistics
 Regional: Produced area map of east-central Alabama
 Regional: Provided assistance for GIS resources Alabama Forestry Commission
 Regional: Provided GIS resource information for data collection efforts, Jason Green
 Regional: Provided regional maps for CommuteSmart workshops
 Regional: RLF App Assist, Gretta Ternell
 Regional: Safe Routes to School Planning and Project Coordination
 Regional: Salamander Bike Route Planning
 Regional: Statewide Trail Funding and Coordination Representative Paul DeMarco/Alabama House
 Robinson School: Neighborhood development
 Samford: Bicycle Parking Assistance
 Shelby County: Discussion on managing PL94-171 Census block data
 Shelby County: Provided demographic and socioeconomic data for selected census tracts
 Sylvan Springs: Letter of Concurrence
 Tarrant: Zoning opinion
 Thorsby: Code Development
 Traveler's Aid Society Board: Met and reviewed New Freedom grant for medical transportation.
 Trussville: Provided information regarding county boundary conflicts
 University of Alabama at Birmingham: Bike Share Program Webinar and Scoping, UAB
 United Way of Central Alabama: HKHC/CPW Coordination Meeting
 Vestavia Hills: Letter of Support for SRTS Grant Application

Table 20: Appalachian Regional Commission (ARC) Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$224,000	\$215,300	\$200,000
Expenses:	Salaries/Fringe/Indirect	\$197,624	\$206,384	\$149,780
	Direct Costs	\$16,291	\$6,000	\$6,000
	Contracts	\$5,190	\$0	\$0
	Total Expenditures	\$219,105	\$212,384	\$155,780
Match:	RPCGB Dues Match	\$0		\$77,890
	Other Match	\$109,552	\$106,192	\$0
Balance:	Balance Available	\$10,620	\$7,274	\$44,220

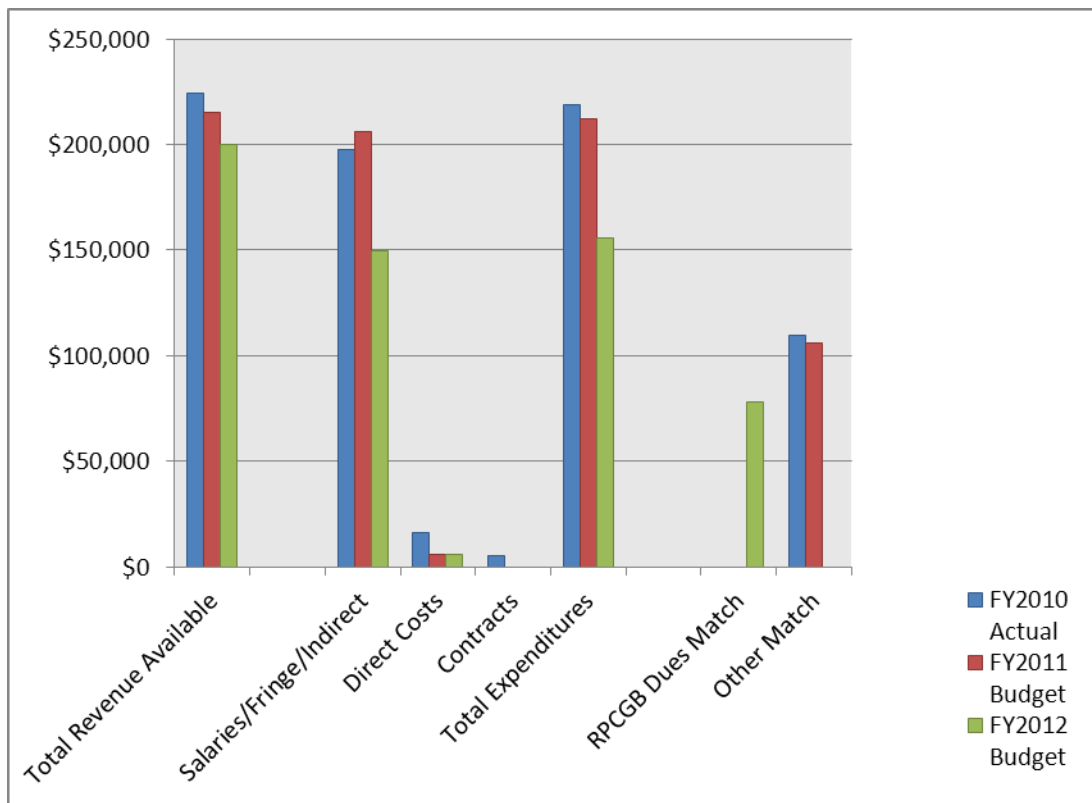


Figure 18: Appalachian Regional Commission (ARC) Comparison for Fiscal Years 2010, 2011 and 2012

3.15 Revolving Loan Fund (RLF) Administration

Project Manager

Mrs. Yvonne Murray, Director of Economic Development

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 provides for RPCGB staffing to maintain the financial records, assistance with underwriting loans and staffing. A match is not required. Balance available for carry forward to FY2013 equals total revenue available less total programmed expenses and it \$2,125.

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.

2010-2011 Fiscal Year Accomplishments

Additional ARC funding of \$200,000, for a total of \$600,000, over the past three years was obtained. The Accounts Receivable Loan program loaned out and paid back \$1.3 million through this program of short-term loans. Approximately 345 jobs were retained. The program leveraged approximately \$5.9 million in receivables and capital. 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
- Highland Legal Media

The following were new loans made:

- BioGX
- Techknowledge Birmingham

- ThinkData Solutions
- Winter Industry Piping Solutions
- Integrated Media Systems
- Spec 9 Flooring
- Vaxin
- Choice Research of Birmingham

Table 21: Revolving Loan Fund (RLF) Administration Comparison for Fiscal Years 2010, 2011 and 2012

Budget Year:		FY2010 Actual	FY2011 Budget	FY2012 Budget
Revenue:	Total Revenue Available	\$65,000	\$65,000	\$65,000
Expenses:	Salaries/Fringe/Indirect	\$37,185	\$66,064	\$54,975
	Direct Costs	\$6,461	\$0	\$7,900
	Contracts	\$0	\$0	\$0
	Total Expenditures	\$43,646	\$66,064	\$62,875
Match:	RPCGB Dues Match	\$0	\$0	\$0
	Other Match	\$0	\$0	\$0
Balance:	Balance Available	\$659	\$331	\$2,125

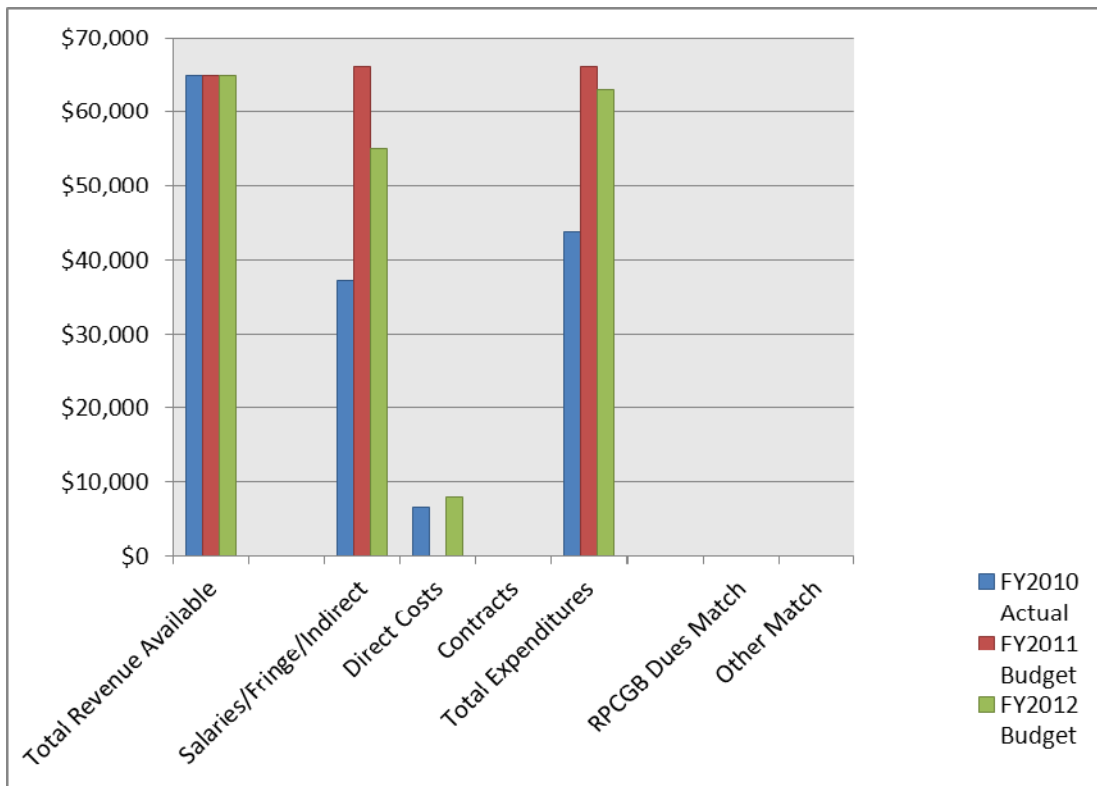


Figure 19: Revolving Loan Fund (RLF) Administration Comparison for Fiscal Years 2010, 2011 and 2012

APPENDIX A: FINANCIAL POLICIES

Financial Accounting and Budget Policies

The RPCGB Board of Directors is required to adopt a budget by September 30 each year. RPCGB operates with a balanced budget, which occurs when total receipts equal to total outlays for a fiscal year. RPCGB seeks diverse sources of income and applies this income to leverage maximum federal and state funding, primarily through long-term grant agreements.

General Accounting Policy

All RPCGB financial transactions are to be conducted and records maintained in accordance with generally accepted accounting principles as applicable to governmental organizations. The basis of accounting for RPCGB budget and accounting purposes shall be the accrual basis of accounting in measuring financial positions and results of financial operations. All funds are accounted for in the annual audit

Financial Grant Monitoring, Reporting and Control System

The RPCGB Administration Department establishes financial control systems and administrative procedures to ensure that financial management of its operating funds and grant awards are in strict compliance with grant program regulations. The Administration Department coordinates all financial reporting as required by the grantor agency. RPCGB prepares monthly financial reports comparing actual expenditures to the budget and provides this information to the Finance Committee and Board of Directors.

Annual Audit

The RPCGB Finance Committee has oversight of the annual audit. This committee is responsible for annual audit findings and recommendations as provided by RPCGB's independent auditors. An annual audit is performed by an independent public accounting firm in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the comptroller General of the United States. These standards require that the auditors plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Fund Balance Policy

The RPCGB recognizes the financial importance of a stable and sufficient level of unreserved fund balance. RPCGB intends to establish three (3) months operating expenses in reserve in order to protect against the need to reduce services and increase fees due to temporary shortfalls or one-time unexpected expenditures. Due to a notes payable issued in 2006, this may not be feasible until the note is repaid in July 2016.

A Fund Balance generated in excess of the three (3) month minimum operating reserves can only be allocated to the following:

- a. Purchase of fixed assets
- b. Sinking fund for future replacement of assets
- c. Deferred maintenance
- d. One-time departmental projects

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- e. Reserve for audit disallowances
- f. Local match for grants
- g. Seed money for new departmental programs provided there is a plan that includes identification of future ongoing funding sources and outcome measures

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.

Capital Expenditures

The RPCGB's definition of capital expenditure as acquisition of a single fixed asset purchased over \$5000.

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. No legal debt limit exists for the RPCGB. The Board of Directors controls this determination.

Procurement Policies

Purchasing activities are conducted by RPCGB, rather than a central purchasing authority. The RPCGB has an obligation at all times to comply with government procurement regulations, proper transaction documentation and records retention and fiscal responsibility.

Cash Management

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 arm's 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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APPENDIX B: GLOSSARY OF TERMS AND ACRONYMS

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 (AA): 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.

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 (APCA): 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.

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.

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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.

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.

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

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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.

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).

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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 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.

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.

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

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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.

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."

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.

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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_x): 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_x 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 (PM₁₀ and PM_{2.5}): 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

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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.

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."

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.

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.

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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

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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 (TE): 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,

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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.