



Birmingham-Jefferson County Transit Authority
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BOARD MEETING MINUTES

Wednesday, May 22, 2007

Opening: The Regular Meeting of the Board of Directors of the Birmingham-Jefferson County Transit Authority was called to order by the Chairman, Guin Robinson, in the Public Meeting Room, located at Central Station, 1735 Morris Avenue, Birmingham, Alabama 35203 on May 22, 2007 at 12:00 p.m.

Members Present: Brian Hamilton, Johnnye P. Lassiter, Doris Powell, Guin Robinson, Frank C. Galloway, Jr., Robert Kelly and Rev. Patrick Sellers.

Members Absent: Ronald Lyas and Walter Jones

Others Present: David C. Hill, Richard Nardecchia, Kenneth Simon, Mike Vercher, Joi Scott, Dr. Jesse Lewis, Ernestine Cobb, Herb Patterson, James Clark, R. J. Taylor, Debra Anderson-Burse, Julie McMillan, Collina Washington, Leticia Waldon, Sylvia Kennedy, David Russell, Wytangy Peak, Judy Gordon, Butch Ferrel, Kevin J. Revel, Ruth Wright, Jacquese Gary, Officer Christopher Bolling and LaChaune Slater.

Mr. Robinson asked the assembly to observe a moment of silence.

Pledge of Allegiance Rev. Sellers led the assembly in the recitation of the.

Adoption of the Agenda: The agenda was adopted as presented by general consent.

Adoption of the Minutes: The following minutes were approved by general consent:

- Regular Meeting of the Board of Directors – April 24, 2007
- Human Relations Committee – May 16, 2007
- Finance Committee – May 17, 2007
- Program Development Committee – May 17, 2007
- Committee of the Whole – May 17, 2007

Committee Reports

1. **Human Relations Committee:** Mr. Hamilton asked the Board Members to peruse the minutes of the committee meeting held Wednesday, May 16. He also applauded staff for the World Class Customer Service Workshop and Mr. Moss for representing BJCTA at the Planning Commission.

2. **Finance Committee**: Ms. Lassiter reported that the Finance Committee met May 17 and recommended that Resolution #2007-13 was tabled for further discussion and forwarded Resolution 2007- 14 to full board.
3. **Program Development**: Mr. Robinson reported in Mr. Jones' absence that the Program Development Committee met May 17, 2007.

Mr. Robinson referred to Planning Manager, Sylvia Kennedy to update the full Board regarding progress of the TDP. Ms. Kennedy explained that Wilber Smith has had several changes within their administration and has thus delayed the completion of the TDP. The most recent update yields a projected completion date of June 25. Mr. Robinson requested legal counsel to review the draft of the TDP.

Mr. Hamilton inquired if Wilber Smith has been invoicing BJCTA since the beginning of the project. Ms. Kennedy explained that the invoicing is by work order and will be paid upon completion of the project.

Mr. Robinson referred to Debra Anderson-Burse to a draft copy of the system map as presented at the Program Development Committee Meeting. Mr. Robinson requested for Ms. Burse to update the Full Board. Legal Counsel will review the contract

Mr. Robinson requested for staff and legal counsel to ensure all contracts are current. Ms. Lassiter added that is important for the Finance Committee to review all contracts along with Legal Counsel to ensure that all documents are up to date.

4. **Committee of the Whole**: The Committee of the Whole reviewed and discussed the draft of the FY 2008 budget. Mr. Robinson asked Board Support to provide a copy of the budget draft to TAC and CURT. Additionally, a public hearing should be held once the Finance Committee is ready to move forward.
5. **Transit Advisory Committee**: President, James Clark reported that he viewed the draft of the system map and suggested that the map is designed to be more informative for the rider.

Mr. Robinson suggested that a Public Hearing regarding the System Map is held in conjunction with the monthly TAC Meeting on June 2.

Chairman's Report – Mr. Robinson deferred to the Executive Director's report.

Executive Director's Report

1. **Bus Stops and Shelters**: Mr. Hill reported brought the Board's attention to the customer complaint summary. The total for the month is 10, compared to higher totals in the past.
2. **Transit Development Plan Update**: Sylvia Kennedy, Planning Manager, reported that a draft of the TDP should be available for next month's meeting.
3. **Marketing Report**: Dr. Jesse Lewis presented a copy of the MAX DVD Media Project. He also reported that the Lewis Group is currently working on a project to acquire new buses from the business community. Dr. Lewis expressed his gratitude to staff for assisting in creating the DVD.
4. **Financial Report**: Mr. Richard Nardecchia reported that as of the April 30, 2007 Balance Sheet, assets were \$32,259,698.88 while total liabilities were \$8,525,079.09. The Income Statement for the seven months ending April 30, 2007, details year to date revenues of \$15,776,648.61 and expenses of \$15,753,314.39 resulting in a difference of \$23,334.22. The total cash and cash equivalents as of April 30, 2007 was \$2,478,078.90 of which \$2,452,213.00 was the balance in our operating and money market accounts. Total debt owed to Compass Bank as of April 30, 2007 was \$2,075,295.75.
5. **Employee of the Month** – Mr. Hill asked Ms. Burse to present the Employee of the Month. Leticia Waldon works within the Department of Administration & Risk Management. Mr. Robinson added that Ms. Waldon is always consistent and thanked her for her many contributions to the MAX team.

Resolutions for Consideration and Approval

Resolution 2007-14 – Authorization for the Executive Director to Execute a Contract with Sheppard-Harris & Associates, P.C. to Conduct an Independent Audit was tabled for further discussion.

Old Business - None

New Business - None

Public Comment - None

The **Meeting Adjourned** at 12:52 p.m. The next **Regular Meeting of the Board of Directors** will be held **Thursday, June 28, 2007, 12:00 p.m.** at Central Station, 1735 Morris Avenue, Birmingham, AL.

Minutes submitted by: LaChaune N. Slater

Date: _____

Approved by:

Guin Robinson, Chairman

Attest:

Johnnye P. Lassiter, Secretary/Treasurer