

Project Oversight Committee 2/22/2018 Meeting Summary

Members: Stuart Basham, Gwen Cook, Bill Coxe, Andy Grzymiski, Katie Lloyd – alt for Gwen Cook, Loretta Barren (phone), Brett Canipe (phone), Bjorn Hansen (phone), Dennis Rorie (phone), Andrew Ventresca (phone)

Staff: Curtis Bridges, Neil Burke, Robert Cook, Erin Kinne, Candice Rorie

Agenda Item	Purpose	Summary/Follow Up/Decisions	Person Responsible	Follow-Up Status
1. Update on Newtown Road & Waxhaw-Indian Trail Road Safety Funds	Roundabout project will receive NCDOT safety funds, which frees up \$880,745 in STBG-DA Small Roadway funding	<ol style="list-style-type: none"> 1. Per Sean Epperson on 2/14, this project will be 100% funded with Safety funds and will not need the DA funds. 2. \$880,745 in STBG-DA available for reallocation. 3. Discuss reallocation options at April meeting. <ol style="list-style-type: none"> a. Roll funds into next STBG-DA call for projects? b. Award funds to existing project with funding gap? <ol style="list-style-type: none"> i. Waxhaw's Kensington Drive Widening project is next on list of STBG-DA Roadway project list; likely not interested in pursuing these funds, per Dennis Rorie. 	POC members and staff	#3: Agenda item for information at next meeting of the POC (3/22), and on following meeting agenda (4/9) to discuss possible uses of the unallocated funds
2. Review of Locally Administered Projects	Review of project-status spreadsheet for accuracy and to determine if project schedules will require future TIP amendments	<ol style="list-style-type: none"> 1. Updated project tracking spreadsheet based on revisions identified by POC members. 2. Current project tracking spreadsheet will be sent out soon. 	Erin Kinne	#2: 2018 Q1 updates due 3/29. (3/30 is a holiday.) Erin will send request for updates 3/15.

Agenda Item	Purpose	Summary/Follow Up/Decisions	Person Responsible	Follow-Up Status
3. CRTPO POC Discretionary Policies & Administration	Identify potential policies related to locally administered projects and other POC topics which can be documented in a report to be ultimately adopted by the CRTPO Board	<ol style="list-style-type: none"> 1. Dennis Rorie led discussion of CRTPO discretionary policies and administration 2. POC will begin by identifying potential policies that can be defined and documented in a report that would ultimately be adopted by the CRTPO Board. 3. Group agreed on interest in discussing the feasibility of the following policies for inclusion in the report: <ol style="list-style-type: none"> a. 50% local match required on any subsequent discretionary funding requests following initial request. b. Award funding for specific stages individually (PE, ROW, CON) and project sponsor could receive subsequent funding only when it has met specific milestones. c. Do not award discretionary funding for preliminary engineering or right-of-way. 4. Will also review the roles of the POC and determine if current scope of tasks that the group takes on is appropriate. 	POC members and staff	<p>#3: Staff developed a survey, approved by POC Chair, to be taken by POC members to assess the policy topics where this process will focus.</p> <p>#3: Neil sent out survey on 2/28, with response deadline of 3/16.</p> <p>#3: Staff will review results with Chair in preparation to discuss survey outcomes at next meeting, 3/22.</p>
Upcoming Issues		<ol style="list-style-type: none"> 1. 3/22/2018 POC Agenda <ol style="list-style-type: none"> a. Discuss CRTPO POC Discretionary Policies & Administration b. Brief update on STBG-DA funds available for reallocation 2. 4/9/18 POC Agenda <ol style="list-style-type: none"> a. STBG-DA funds available for reallocation <ol style="list-style-type: none"> i. Discuss projects potentially in need of this funding b. Hornets Nest Park Access Improvements 	<p>#1a: POC Members and staff</p> <p>#1b: POC Members and staff</p> <p>#2a: Curtis Bridges / Scott Correll</p> <p>#2b: Erin</p>	<p>#1a: In progress; survey closes 3/16.</p> <p>#1b: In progress</p> <p>#1c: In progress</p> <p>#2a: In progress</p> <p>#2b: In progress</p> <p>#2c: In progress; sent Doodle Poll on 3/8 to reschedule meeting.</p>

Agenda Item	Purpose	Summary/Follow Up/Decisions	Person Responsible	Follow-Up Status
		CMAQ project in need of scope change c. Meeting date conflicts with CCOG Conference. Rescheduling.	Kinne	