

Project Oversight Committee 5/24/2018 Meeting Summary

Members: Dennis Rorie (POC Chair); Stuart Basham; Brett Canipe; Gwen Cook; Bill Coxe; Andy Grzymiski; Susan Habina Woolard (phone); Ashley Landis; Anil Panicker (phone); Bill Thunberg (phone); Andrew Ventresca (phone)

Staff: Curtis Bridges, Neil Burke, Erin Kinne

Agenda Item	Purpose	Summary/Follow Up/Decisions	Person Responsible	Follow-Up Status
1. STBG-DA and STBG-Flex funding exchange	Brief follow-up on status of a proposal from Bobby Lewis, Chief Operating Officer at NCDOT, to swap currently available CRTPO STBG-DA federal funds for flexible federal funds in the years the DA funds were programmed.	<ol style="list-style-type: none"> 1. Funding swap involves switching currently available CRTPO STBG-DA federal funds for STBG-Flex federal funds in the years the DA funds were programmed. There is no impact to schedules, local matches, or project management requirements resulting from the proposed swap. <ol style="list-style-type: none"> a. The STBG-DA funds will be used to make payments on GARVEE bonds issued as part of funding for 4 projects. b. The STBG-Flex funds will be used on a project or projects with currently programmed DA funds, in place of those DA funds. c. Neil confirmed that U-5108 and U-5874 are the two projects to use for this. 2. Group affirmed support for this and discussed options for communicating the information to the TCC and the Board. 	Neil Burke, Bill Coxe	<ol style="list-style-type: none"> 1c. Neil communicated to Van Argabright to finalize the letter about this proposed process. 2. CRTPO staff will present this to Board Chair and Vice-Chair (June 8) for approval and input on options for communicating the information to the TCC and the Board.
2. CRTPO Discretionary Policy Development	Reviewed materials related to the development of a locally administered projects policy	<ol style="list-style-type: none"> 1. Discussed draft project development schedule. <ol style="list-style-type: none"> a. Expanded notes (and timeframe) for policy topic: project shortfalls and additional funding. 	Erin Kinne, Neil Burke	<ol style="list-style-type: none"> 1a. Erin will adjust the schedule and draft a list of questions that cover all the areas that fall under this policy topic, and

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	document: development schedule, and ranking priority of policy topics.	<ol style="list-style-type: none"> 2. Discussed priority of policy topics—i.e. order in which they will be discussed by the POC and incorporated into policy document. 3. Recommended that progress of this process be reported to TCC and Board as part of POC annual report. 		<p>provide it to the group for review and discussion.</p> <p>3. Erin will include this, with target of September or October, for presenting.</p>
3. Review of Locally Administered Projects	Reviewed 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 for next round of updates at end of June. 	Erin Kinne	2. 2018 Q2 updates due (July 2).
Upcoming Issues		<ol style="list-style-type: none"> 1. 6/14/2018 POC Agenda <ol style="list-style-type: none"> a. Kensington Drive Widening STBG-DA request b. Discussion of additional STBG-DA funds available c. Status of CRTPO's discretionary TAP funded projects and need for the funds to be obligated by September 30, 2019 	<p>1a: Bill Coxe</p> <p>1b: Bill Coxe</p> <p>1c: Curtis Bridges & Erin Kinne</p>	