

## 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   |
|--|---|--|------------------------|--|
| <b>1. STBG-DA and STBG-Flex funding exchange</b> | 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"> <li>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"> <li>a. The STBG-DA funds will be used to make payments on GARVEE bonds issued as part of funding for 4 projects.</li> <li>b. The STBG-Flex funds will be used on a project or projects with currently programmed DA funds, in place of those DA funds.</li> <li>c. Neil confirmed that U-5108 and U-5874 are the two projects to use for this.</li> </ol> </li> <li>2. Group affirmed support for this and discussed options for communicating the information to the TCC and the Board.</li> </ol> | Neil Burke, Bill Coxe  | <ol style="list-style-type: none"> <li>1c. Neil communicated to Van Argabright to finalize the letter about this proposed process.</li> <li>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.</li> </ol> |
| <b>2. CRTPO Discretionary Policy Development</b> | Reviewed materials related to the development of a locally administered projects policy   | <ol style="list-style-type: none"> <li>1. Discussed draft project development schedule.               <ol style="list-style-type: none"> <li>a. Expanded notes (and timeframe) for policy topic: project shortfalls and additional funding.</li> </ol> </li> </ol>   | Erin Kinne, Neil Burke | 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"> <li>2. Discussed priority of policy topics—i.e. order in which they will be discussed by the POC and incorporated into policy document.</li> <li>3. Recommended that progress of this process be reported to TCC and Board as part of POC annual report.</li> </ol>  |  | <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> |
| <b>3. Review of Locally Administered Projects</b> | Reviewed project-status spreadsheet for accuracy and to determine if project schedules will require future TIP amendments. | <ol style="list-style-type: none"> <li>1. Updated project tracking spreadsheet based on revisions identified by POC members.</li> <li>2. Current project tracking spreadsheet will be sent out for next round of updates at end of June.</li> </ol>   | Erin Kinne   | 2. 2018 Q2 updates due (July 2).   |
| <b>Upcoming Issues</b>                            |  | <ol style="list-style-type: none"> <li>1. 6/14/2018 POC Agenda <ol style="list-style-type: none"> <li>a. Kensington Drive Widening STBG-DA request</li> <li>b. Discussion of additional STBG-DA funds available</li> <li>c. Status of CRTPO's discretionary TAP funded projects and need for the funds to be obligated by September 30, 2019</li> </ol> </li> </ol> | <p>1a: Bill Coxe</p> <p>1b: Bill Coxe</p> <p>1c: Curtis Bridges &amp; Erin Kinne</p> |  |