

## Project Oversight Committee 5/14/2020 Meeting Summary

**Note:** Due to coronavirus restrictions, the meeting was conducted as a virtual meeting through GoToMeeting

**Members:** Loretta Barren, Stuart Basham, Ashley Landis, Bjorn Hansen, Jeff Littlefield, David McDonald, Kevin Parker, Dana Stoogenke, Bill Thunberg, Cami Weckerly

**Staff:** Curtis Bridges, Neil Burke, Judy Dellert-O’Keef, Jerrel Leonard, Catherine Mahoney, Jennifer Stafford, Theo Thomson

**Other:** Dr. Michael “Mike” Miltich

Agenda Item	Purpose	Summary/ Decisions	Person Responsible	Follow-Up / Result
1. Welcome & Introductions		<ul style="list-style-type: none"> <li>● POC members verified from their GTM logins. Meeting topics reviewed.</li> </ul>	Bjorn Hansen	
2. Review Shortfall Applications	Review Spring 2020 Shortfall Applications	<ul style="list-style-type: none"> <li>● Received 4 applications, Waxhaw, Charlotte and two from Troutman.</li> <li>● Waxhaw’s application was straight forward and Kevin Parker confirmed that the design had advanced since last fall and that they now have a better estimate, therefore the shortfall.</li> <li>● Charlotte’s application showed a change in the local match amount from the current municipal agreement. Staff is concerned on how to track the difference in match. FHWA confirmed that they need to stay with 26% through the construction phase. Staff is reviewing the estimate. The Committee agreed to only consider the requested amount on the application.</li> <li>● Troutman’s applications requested less than the required Form 1 showed. The Committee did not</li> </ul>	Jennifer Stafford	Staff is reviewing estimates and meeting with Charlotte and Troutman and Troutman’s consultant.

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		come to a consensus on the award amount. Staff is reviewing their estimates.		
<b>3. Review Results of Shortfall Matrix</b>	Test draft matrix on current shortfall applications	<ul style="list-style-type: none"> <li>Agreed to change the edit the “Received pervious Shortfall funds – First Request = 1 point” to read, “Previously Received Shortfall Funds – 1 time, = 1 point, 2 times = 2 points, and 3 or more times = 3 points.” First request does not receive points.</li> </ul>	Jennifer Stafford and Bjorn Hansen	<ul style="list-style-type: none"> <li>The group agreed that the matrix worked as intended. Bjorn to present to the Board on May 20<sup>th</sup>.</li> </ul>
<b>4. Adjourn</b>				