

Project Oversight Committee 5/28/2020 Meeting Summary

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

Members: Loretta Barren, Stuart Basham, Robin Byers, Gwen Cook, Ashley Landis, Jeff Littlefield, David McDonald, Kevin Parker, Dana Stoogenke, Bill Thunberg, Cami Weckerly

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

Agenda Item	Purpose	Summary/ Decisions	Person Responsible	Follow-Up / Result
1. Welcome & Introductions		<ul style="list-style-type: none"> ● POC members verified from their GTM logins. Meeting topics reviewed. 	Jennifer Stafford	
2. Review Shortfall Applications	Review Spring 2020 Shortfall Applications	<ul style="list-style-type: none"> ● Review revised applications: Waxhaw, Charlotte and two from Troutman. ● Staff reviewed all estimates. ● Charlotte’s revised application updated the local match to 26% to keep consistent with the MA. ● Troutman revised their requested amount to equal the calculations shown on Form 1. ● Waxhaw refined their estimate which brought it down some. Two engineering firms and NCDOT reviewed their estimate. ● The Committee came to a consensus to recommend all four applications go to the TCC (info June and action in July). 	Jennifer Stafford	<ul style="list-style-type: none"> ● Memo to TCC
3. Review Results of Shortfall Matrix	Test draft matrix on current shortfall applications	<ul style="list-style-type: none"> ● The shortfall matrix was reviewed again and it was suggested to look at last year’s applications and apply points to see how they scored. 	Jennifer Stafford	<ul style="list-style-type: none"> ● Staff to use matrix on old shortfall applications.

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4. Fall Call Schedule	Prepare for next round of applications	<ul style="list-style-type: none"> ● Fall call August 17 to October 31, 2020 ● Discretionary Funding Application Webinar ● LAP Traing with NCDOT and possibly FHWA 	Jennifer Stafford	<ul style="list-style-type: none"> ● Create an outline for training classes – content and timeframe
5. Adjourn		Next meeting scheduled for June 11 at 2:00 p.m.	Jennifer Stafford	<ul style="list-style-type: none"> ● Possibly cancel meeting because no immediate tasks are due.