



Minutes of the
Oahu Metropolitan Planning Organization

TECHNICAL ADVISORY COMMITTEE

April 12, 2019

Honolulu Authority for Rapid Transportation (HART) Board Room #150
1099 Alakea Street, Honolulu, Hawaii

Members Present:

DTS Marian Yasuda (Chair)	FHWA Amy Ford-Wagner
OP Rodney Funakoshi	DBEDT Joseph Roos
DPP Dina Wong	

Members Absent: Eileen Mark (DTS), Ted Matley (non-voting) (FTA), Kyle Oyasato (non-voting) (DFM), Gareth Sakakida (non-voting) (HTA), Tim Trang (non-voting) (DDC), Robert Miyasaki (HDOT), Ken Tatsuguchi (HDOT)

Guests Present: Heather Fujioka

OahuMPO Staff Present: Alvin Au, Roni Schack, David Wade, Carolyn Weygan-Hildebrand, Nicole Smith, and Joel Vincent

The meeting was properly noticed in accordance with State law

I. CALL TO ORDER

Chair Marian Yasuda called the meeting to order at 9:12am. She indicated that because action cannot be taken due to lack of quorum, the minutes and the presentation on Transit Fare Scenario Modeling Study will not be considered for approval. Since the Policy Board can hear the Transit Fare Scenario Modeling Study presentation without the Technical Advisory Committee's (TAC) recommendation, it will be given to the Policy Board at their April meeting. The presentation will be made to the TAC at their May meeting.

II. ROLL CALL

Technical Advisory Committee (TAC) members and members of the audience introduced themselves.

III. APPROVAL OF MARCH 8, 2019 MEETING MINUTES

No action was taken on this item.

IV. REPORTS

EXECUTIVE DIRECTOR

Executive Director Au provided an update on the Oahu Regional Transportation Plan (ORTP) 2045 first phase of public involvement outreach events. He noted that OahuMPO has attended 35 community events, engaged over 2400 people, and plans to attend several events in May. The full schedule is posted on the OahuMPO website. He added that OahuMPO appreciates suggestions by TAC members for additional community events.

The Policy Board did not meet in March.

The Citizen Advisory Committee met on March 20, 2019, and Council Member Heidi Tsuneyoshi made an informal presentation on elements of a Council Resolution as it relates to the CAC's proposed North Shore Corridor Study. The CAC also received an update from OahuMPO on the OWP FY2020 status and an update on the ORTP 2045 Phase One of public outreach. DTS provided an informational presentation on the City's Transportation Demand Management Initiative, highlighting and how it may address some of the work elements the CAC had proposed for the OWP FY2020.

The Executive Director's Report may be viewed at:

https://www.oahumpo.org/?wpfb_dl=1546

V. OLD BUSINESS

There was no old business to conduct.

VI. NEW BUSINESS

A. Presentation: Transit Fare Scenario Modeling Study

Because of the lack of quorum, no action could be taken on this agenda item, so it was tabled to the May meeting.

B. Presentation: Certification Review Implementation Plan

Planning Program Manager Nicki Smith provided a status update on the recommendations from the 2018 Certification Review. She explained how each recommendation is color coded to indicate whether the OahuMPO had asked for more guidance, assistance and/or clarification, whether the OahuMPO and partner agencies were on track to meet the deadline, and whether the recommended work was complete. Ms. Smith showed a list of those recommendations for which the OahuMPO has requested guidance. For the recommendations that are on track to meet their deadlines, she described the work, the plan, its status, the partner agencies represented in the working group and the due date. Ms. Smith stated that the progress and implementation matrix is currently an internal working document and all the updates provided in the presentation are captured in this document. The Certification Review items that are on track to meet the deadline includes the Congestion Management Process Update, Project Costing, Revenue Forecasting and Public Participation Plan. Ms. Smith noted that attendance in the working groups for each topic is the best way for partner organizations to stay well informed on how the work is progressing. The recommendations on which work is complete include documenting the disposition of public comments received for the TIP and documentation in the TIP of T6/EJ analysis.

C. Presentation: Overall Work Program FY2020 – Update

Planning Program Manager Nicki Smith started with a review of the most current schedule for the OWP, stating that the document was released for public and intergovernmental review on Tuesday, April 9th and the review period ends on May 17th. The final document deadline is May 31st. On June 25th the OWP FY2020 will be submitted to the USDOT following Policy Board approval.

Since the March meeting of the TAC, OahuMPO worked closely with HDOT and DTS to take the document through two additional drafts. OahuMPO also completed a Year of Expenditure analysis to justify the budget request for the annual program elements for FY2020.

Ms. Smith thanked HDOT and DTS for taking the time to read through the document and for meeting with OahuMPO on April 4th to review and discuss the OWP. An important takeaway from the edits and discussions with HDOT and DTS was that the OWP is a budgeting document, not an accounting document, and that analysis of past expenditures was needed to justify budget requests for the annual program elements.

Ms. Smith introduced the Year of Expenditures analysis. For the past several years, OahuMPO has been rolling funds over from year to year within the same work element. This convolutes the total expenditure for a work element in a specific FY. For example, because of past rollovers, expenditures noted in 2017 or 2018 may have been obligated in past years. The Year of Expenditure analysis focuses specifically on the annual program elements, most of which are in Task 1.

To Amy Ford-Wagner's request for clarification on how current the 2019 numbers are, it was stated that most of those expenditures are current through March 2019. Amy Ford-Wagner highlighted the increase in expenditures from 2015 to 2019 and suggested that may be indicative of increased stability at the OahuMPO.

Ms. Smith displayed the financial table from the Executive Summary of the OWP pointing out that the estimated unused unobligated balance has increased since the last draft because OahuMPO plans to de-obligate all remaining funds from and prior to 2018. The total funding request increased by approximately \$500,000 compared to the draft reviewed in the March 8th TAC meeting due to the de-obligation of funds from prior years.

Visual representations of rollover and de-obligation/re-obligation were presented to the TAC. It was noted that the de-ob/re-ob process allows OahuMPO to move funds between work elements in a way that creates less administrative burden and is more transparent. OahuMPO plans to de-obligate FY2019 funds when the NTP for FY2020 is received, then the total de-obligation in the Annual Report will be documented. OahuMPO anticipates the de-obligation / re-obligation process will provide for better facilitation of first-in first-out (FIFO). A meeting with HDOT Business Office is planned to discuss this process in greater detail. OahuMPO anticipates de-obligating \$1.3M of funds remaining from FY18 and prior years. The total de-obligation, including canceled work and completed studies, is \$1.8M.

Rodney Funakoshi asked for clarification on how the de-obligation is reflected in the Year of Expenditure analysis. Ms. Smith responded that the document displays the remaining balances to be de-obligated and referenced work element #201.04 T6/EJ as an example. This work element has a balance of \$225k remaining in FY2015 which will be part of the \$1.3M de-obligation.

Further discussion was had regarding the findings of the Year of Expenditure analysis. Members also discussed the lack of overlap between the state and federal fiscal years as the reason that the OahuMPO needs to spend past obligated funds after the beginning of a new state fiscal year.

To Mr. Funakoshi question on the potential lapsing of federal planning funds, Ms. Ford-Wagner acknowledged that federal funds can lapse. She added that MPOs have the year of obligation and the subsequent three years to obligate the funds and noted the risk associated with federal funds obligated but unexpended which could lapse if de-obligated.

There was further discussion about the Year of Expenditures analysis, reasons funds should remain in the year that they are obligated, providing realistic periods of performance, and closer monitoring of sub-recipient studies

VII. INVITATION TO INTERESTED MEMBERS OF THE PUBLIC TO BE HEARD ON MATTERS NOT INCLUDED ON THE AGENDA

There were no matter to be heard.

VIII. ANNOUNCEMENTS

Executive Director Au announced that Dominique Kraft of the Federal Transit Administration (FTA) will meet with OahuMPO in May and that David Wade, OahuMPO's Transportation Impact Analyst, will be moving off-island but will continue to oversee the Transportation Improvement Program (TIP) until his position is filled.

IX. ADJOURNMENT

Chair Yasuda adjourned the meeting at 10:02 a.m.