



**AGENDA**

*Middle Rogue Metropolitan Planning Organization*  
**Policy Committee**

**Date:** Friday, December 4, 2020

**Time:** 2:30 p.m.

**Location:** Zoom Meeting

<https://us02web.zoom.us/j/82415900956?pwd=ZmFnZTVibmdhZlZjOHFMMWJ2dElmZz09>

**Meeting ID: 824 1590 0956**

**Passcode: 287823**

**Phone: 253 215 8782**

**Contact:** Office Specialist, RVCOG: 541-423-1375

MRMPO website: [www.mrmppo.org](http://www.mrmppo.org)

<b>1</b>	<b>Call to Order / Introductions / Review Agenda</b>	<b>Chair</b>
<b>2</b>	<b>Review / Approve Minutes</b>	<b>Chair</b>
<i>Attachment</i>	#1   MRMPO Policy Committee Draft Minutes <a href="#">10/15/2020</a>	
<b>Public Hearing</b> <b>Chair will read the public hearing procedures</b>		
<b>3</b>	<b>Review and Recommend Approval of RTP Amendment</b>	<b>Ryan MacLaren</b>
<i>Background</i>	Although we recently approved the update to the RTP due to an oversight the projects submitted by JCT and ODOT were mistakenly excluded from the document even though they had been fully reviewed by the TAC and Policy Committee	
<i>Attachment</i>	#2   <a href="#">Updated Chapter 6</a>	
<i>Action Requested</i>	Adoption of the RTP Amendment	
<b>4</b>	<b>Review of Project Applications for Inclusion in 2021-24 TIP</b>	<b>Karl Welzenbach</b>
<i>Background</i>	During the last call for projects the TAC and Policy Committee agreed to delay adding new projects to the TIP until ODOT had an opportunity to work with the local governments on the cost estimates for the projects.	

<i>Attachment</i>	#3   Applications for <a href="#">Allen Creek</a> , <a href="#">JCT Transit Hub</a> , <a href="#">Available funding</a>	
<i>Action Requested</i>	Approval of the allocations of funding and inclusion of projects for 21-24 TIP	
<b>Action Items</b>		
<b>5</b>	<b>Approval to modify the Citizen Advisory Committee's By-laws to accommodate their recommended meeting Date and Time</b>	<b>Karl Welzenbach</b>
<i>Background</i>	At its initial meeting, held on September 25, the CAC decided to meet on the second Thursday of each month at 2:00 PM. This decision needs to be blessed by the Policy Committee and the by-laws modified accordingly.	
<i>Attachment</i>	#4   <a href="#">CAC By-laws</a>	
<i>Action Requested</i>	Approval of the Citizen Advisory Committee's suggested meeting date and time and to modify the by-laws accordingly.	
<b>Regular Updates</b>		
<b>6</b>	<b>MPO Planning Update</b>	<b>Karl Welzenbach</b>
<b>7</b>	<b>Other Business / Local Business</b> Opportunity for MRMPO member jurisdictions to talk about transportation planning projects.	<b>Chair</b>
<b>8</b>	<b>Adjournment</b>	<b>Chair</b>

- The next MRMPO Policy Committee meeting will be **Thursday, January 21, 2021 at 2:30 p.m.** in the Courtyard Conference Room at Grants Pass City Hall.
- The next MRMPO Technical Advisory Committee meeting will be **January 7, 2020 at 1:30 p.m.** in the Courtyard Conference Room at Grants Pass City Hall.
- The next MRMPO Citizens Advisory Committee meeting will be **January 14, 2020 at 2:00 p.m.** in the Courtyard Conference Room at Grants Pass City Hall.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT RVCOG, 541-664-6674. REASONABLE ADVANCE NOTICE OF THE NEED FOR ACCOMMODATION PRIOR TO THE MEETING (48 HOURS ADVANCE NOTICE IS PREFERABLE) WILL ENABLE US TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



**Summary Minutes**  
**Middle Rogue MPO Policy Committee**  
**October 15, 2020**

The following attended:

Voting Members	Organization	Phone Number
Neil Burgess	Josephine County	660-0342
Mike Baker	ODOT	957-3658
Rick Riker	Grants Pass	479-7333
Robert Brandes	Josephine County	474-5460
Pam VanArsdale, <b>Vice Chair</b>	Rogue River	660-4414
Valerie Lovelace, <b>Chair</b>	Grants Pass	479-0952
Alternate Voting Members Present	Organization	Phone Number
Wade Elliot	Grants Pass	On File
Staff	Organization	Phone Number
Ryan MacLaren	RVCOG	423-1338
Kelsey Sharp	RVCOG	423-1375
Interested Parties	Organization	Phone Number
Mike Kuntz	Jackson Co	On File
Dave Leverenz	MRMPO CAC	On File
Lesley Orr	MRMPO CAC/Bike&Ped	On File
Scott Chancey	MRMPO TAC	On File

- **Meeting recording:** [October 15, 2020 MRMPO Policy Committee Meeting Recording](#)
- [10/15/2020 MRMPO Policy Committee Agenda Packet](#)

**1. Call to Order / Introductions/ Review Agenda | 00:00 – 02:11**  
 2:31 p.m. | *Quorum:* 5 voting members, regardless of jurisdiction

**2. Review / Approve Minutes | 02:11 – :02:47**

**02:28** | *Mike Baker moved that the Policy Committee approve the September 17, 2020. Seconded by Pam VanArsdale.*

*No further discussion.*

*Motion passed with none opposed.*

**Action Items**

**3. Amendment of the 2020-45 RTP | 02:47 – 07:53**

*Due to no public notice, item will be a Discussion Item only and will be brought back next meeting.*

**4. Review of Project Applications | 07:53 – 01:00:50**

**09:22** | *Grants Pass presentation of their Allen Creek Project.*

**22:10** | *Grants Pass presentation of their Alley Paving Project.*

**28:30** | *Josephine County Transit presentation of their Transit Hub Project.*

**44:12** | *Jackson County presentation of their Old Stage Road Project.*

*This item will be brought back for further discussion.*

**Discussion Items**

**5. Public Comment | 01:00:50 – 01:04:00**

*Provided by Lesley Orr on the success of Ride the Rogue and finding a new Event Coordinator.*

**Regular Updates**

**6. MPO Planning Update | 01:04:00 – 01:04:58**

*Provided by Ryan MacLaren.*

**7. Other Business / Local Business | 01:04:58 – 01:13:46**

*Updates on Josephine County and Grants Pass.*

**8. Adjournment | 01:13:46**

Valerie Lovelace, Chair, adjourned meeting at 3:48 p.m.

**Scheduled Meetings:**

MRMPO Policy Committee | October 15, 2020 | 2:30 p.m.

MRMPO Technical Advisory Committee | October 01, 2020 | 1:30 p.m.

**FUNDING FOR MRMPO 2021-24 TIP**

	Carryover	2022	2023	2024	Total
CMAQ	\$ 1,996,056	\$ 450,016	\$ 450,016	\$ 450,016	\$ 3,346,104
STBG		\$ 667,086	\$ 682,472	\$ 698,195	\$ 2,047,753
<b>Total</b>		<b>\$ 1,119,124</b>	<b>\$ 1,132,488</b>	<b>\$ 1,148,211</b>	<b>\$ 5,393,857</b>

Grants Pass	CMAQ	STBG
Allen Creek Rd	\$ 2,060,000	\$ 1,200,000
<b>Total</b>	<b>\$ 2,060,000</b>	<b>\$ 1,200,000</b>

JCT	CMAQ	STBG
transit hub	\$ 760,000	\$ -
electric bus	\$ 789,624	\$ -
<b>Total</b>	<b>\$ 1,549,624</b>	<b>\$ -</b>

MRMPO	CMAQ	STBG
OHAS \$35,250 per year	\$ -	\$ 105,750
<b>Total</b>	<b>\$ -</b>	<b>\$ 105,750</b>

	Requested	Available	Remaining
<b>CMAQ Total</b>	\$ 3,609,624	\$ 3,346,104	\$ (263,520)
<b>STBG Total</b>	\$ 1,305,750	\$ 2,047,753	\$ 742,003
<b>Total</b>	<b>\$ 4,915,374</b>	<b>\$ 5,393,857</b>	<b>\$ 478,483</b>

**BYLAWS  
MIDDLE ROGUE METROPOLITAN PLANNING ORGANIZATION  
(MRMPO)  
CITIZENS ADVISORY COMMITTEE (CAC)**

**Article I**

Name

This committee shall be known as the Citizens Advisory Committee of the Middle Rogue Metropolitan Planning Organization (MRMPO).

**Article II**

Purpose

The Citizens Advisory Committee serves as a community forum to exchange information, convey input from the public, and ascertain public opinion on transportation planning activities of the MRMPO.

Section 1. Duties of the Citizens Advisory Committee

- a. Represent the interests of citizens within the respective Jurisdictions or topical area of interest, as defined in the Article III, Section 1(d) and (e) of these bylaws.
- b. Serve as a communication link between the public and the MRMPO regarding transportation planning activities.
- c. Provide feedback to MRMPO staff during the development and implementation of the Regional Transportation Plan, the Transportation Improvement Program and air quality conformity activities.
- d. Provide recommendations to the MPO Policy Committee.

**Article III**

Membership – Voting

Section 1. Membership of the Committee

- a. Members of the Citizens Advisory Committee (CAC) are appointed by the Policy Committee and shall consist of representatives from the member local governments and representatives

of special interests as delineated in this section.

- b. Members of the Citizens Advisory Committee may not be an elected official nor an employee of the jurisdiction for which they are appointed to represent.
- c. There are a total of eleven (11) possible seats on the Citizens Advisory Committee: either (8) seats for representation from the member local governments and three (3) representatives for identified special interests. Appointees representing member local governments must reside, own property, or operate a business within the jurisdiction that they represent. Appointees representing special interest must reside, own property, or operate a business within the MRMPO's planning boundary.
- d. The apportionment of jurisdictional representatives shall be as follows:
  - City of Grants Pass, 3 members
  - City of Rogue River, 1 member
  - City of Gold Hill, 1 member
  - Josephine County, 2 members
  - Jackson County, 1 member
- e. Three (3) additional positions on the Committee might be considered, one (1) for each of the following special interests: freight industry, mass transit, and active transportation.

## Section 2. Appointment and Tenure of Committee Membership

- a. Vacancies in an office shall be appointed by the jurisdictional representative on the MRMPO Policy Committee or by the CAC as a whole with respect to representation of the identified special interests. The Citizens Advisory Committee may make a recommendation to the Policy Committee regarding reappointment and/or removal of a serving member.
- b. Citizens Advisory Committee members will be appointed by the MRMPO Policy Committee. The MRMPO Policy Committee reserves the right to add, reduce or otherwise modify the membership of the Citizens Advisory Committee at its discretion.
- c. The term of office on the Committee shall begin the day the member is appointed and shall continue for two years, except that such term of office shall terminate immediately upon:
  - Relocation outside the MRMPO or outside the Citizen Involvement Area which the member represents; or,
  - Unexcused absence from three regularly scheduled, consecutive meetings.

## Section 3. Voting Privileges

- a. Each member who is present at regular or special meetings shall be entitled to one vote on all issues presented.

## **Article IV**

### **Meetings**

#### Section 1. Regular Meetings

- a. The Committee shall hold its regular meeting on the **2nd Thursday** of every month. No meeting shall be held during the month of December.

#### Section 2. Special Meetings

- b. Special meetings may be called by MRMPO's Planning Program Manager's designated staff on seven (7) days notice.
- c. The person calling such special meeting shall fix the time and place for holding of such meeting.

#### Section 3. Conduct of Meetings

- a. Official action may be taken by the Committee when a quorum is present.
- b. A quorum shall exist when a majority of appointed members are present.
- c. The voting on all questions coming before the MPO Citizens Advisory Committee shall be by voice vote and decided by a simple majority of members present. The ayes and nays shall be entered in the minutes of such meeting. If a motion on question fails, deliberation shall continue until a motion or definitive action is offered and passed.

## **Article V**

### **Officers and Duties**

#### Section 1. Officers

- a. The officers of the Committee shall be a Chair and Vice Chair, to be elected by the Committee at the first meeting of the calendar year.

#### Section 2. Term of Office

- a. The officers shall hold office for a period of one (1) year.



Section 3. Duties of Officers

- a. The Chair shall preside over the meeting.
- b. In the absence of the Chair, the Vice Chair shall perform all Chair duties.

Section 4. Ex Officio Members

- a. The RVCOG's Planning Program Manager shall be an ex-officio, non-voting member of the Committee. The program manager shall be responsible for staff support of the Committee, including minute taking and record keeping.
- b. The Oregon Department of Transportation, Region 3 may appoint a representative who shall be responsible for assisting the Citizens Advisory Committee with understanding the State's initiatives and ongoing projects within the MRMPO planning boundary.

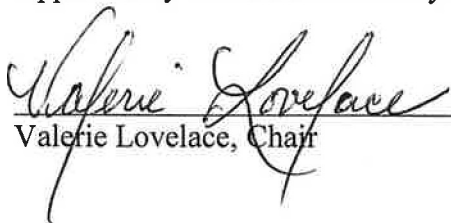
**ARTICLE VI**

**Amendments to Bylaws**

Section 1.

- a. These bylaws may be amended or repealed or new bylaws may be adopted by a supermajority vote of two thirds of the members of the Committee present at any regular or special meeting called for that purpose. Written notice of proposed amendments shall be given to the membership of the Committee at least thirty (30) days prior to the date of the meeting at which the bylaws are to be considered. Any objections to the proposed amendments shall be forwarded to MRMPO's Planning Program Manager.
- b. Amendments to the bylaws shall become effective upon approval by the MRMPO Policy Committee.

Approved by the MRMPO Policy Committee:

  
\_\_\_\_\_  
Valerie Lovelace, Chair

10/17/2019  
/ Date