



## AGENDA

### Middle Rogue Metropolitan Planning Organization Policy Committee

*Date:* Thursday, September 15, 2016

*Time:* 2:30 p.m.

*Location:* Courtyard Conference Room, Grants Pass City Hall, 101 NW 'A' Street, Grants Pass, Oregon

*Phone :* Sue Casavan, RVCOG, 541-423-1360

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

**1. Call to Order/Introductions/Review Agenda .....Darin Fowler, Chair**

**2. Review/Approve Minutes (Attachment #1) .....Chair**

#### ***Public Hearing:***

- Chair will read the public hearing procedures

**3. Regional Plan (RTP) / Transportation Improvement Program (TIP) Amendments..... Ryan MacLaren**

*Background:* The Policy Committee will hold a public hearing to review and consider adoption of the following amendments to the 2015-2018 Transportation Improvement Program and the 2015-2040 Regional Transportation Plan:

- ***Grants Pass Signal & Pedestrian Upgrades***
- ***Josephine CO-5339 Bus & Facilities Program-Small Urban (15-17)***

*Attachment:* #2 – Memo RTP/TIP amendments

*Action Requested:* Approve Regional Transportation Plan (RTP) / TIP amendments.

#### ***Action Item:***

**4. Revisions to UPWP 2017 Budget and Work Plan..... Dan Moore**

*Background:* The Unified Planning Work Program (UPWP) budget needs to be amended to reflect changes in the amounts of FHWA and FTA 5303 planning funds allocated to the MPO.

*Attachment:* #3 – Memo

*Action Requested:* Approve revisions to the UPWP 2017.

**5. MRMPO Planning Update..... Dan Moore**

**6. Public Comment\*.....Chair**

\*(Limited to one comment per person, five minute maximum time limit)\*

**7. Other Business / Local Business .....Chair**

(Opportunity for MRMPO member jurisdictions to talk about transportation planning projects.)

**8. Agenda Build for Next Meeting..... Dan Moore**

**9. Adjournment ..... Chair**

The next MPO Policy Committee meeting is scheduled for Thursday, October 20 at 2:30 p.m. in the Courtyard Conference Room at Grants Pass City Hall.

- The next Middle Rogue MPO TAC meeting is scheduled for Thursday, October 6 at 1:30 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 SUE CASAVAN, 541-423-1360. 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 Metropolitan Planning Organization Policy Committee*

**August 18, 2016**

The following attended:

<b>Member</b>	<b>Organization</b>	<b>Phone Number</b>
Colleen Roberts	Jackson County	646-2878
Jason Canady	Grants Pass	479-7333
Robert Brandes	Josephine County	474-5460
Pam Van Arsdale, Vice Chairman	Rogue River	660-4414
Rick Riker	Grants Pass	479-7333
<b>Others</b>		
Leslie Orr	GP Bike/Ped.	
<b>Staff</b>		
Dan Moore	RVCOG	423-1361
Ryan MacLaren	RVCOG	

#### **1. Call to Order / Introductions/ Review Agenda**

The Vice Chairman called the meeting to order at 2:35 p.m. The Committee skipped introductions.

#### **2. Review / Approve Minutes**

The Vice Chairman asked if there were any changes or additions to the previous meeting minutes.

**On a motion by Colleen Roberts, seconded by Rick Riker, the minutes were approved as presented.**

#### ***Public Hearing #1:***

#### **3. 2015-2040 Regional Transportation Plan (RTP) Amendment – Transit Hub (Josephine County)**

**The Vice Chair read the procedure for the public hearing.**

Ryan MacLaren presented an overview of the proposed amendment to the Policy Committee was asked to consider approval of the following amendments to the 2013-2038 Regional Transportation Plan and 2015-2018 Transportation Improvement Program.

The 21-day public comment period and public hearing were advertised on or before July 28 in the Medford Tribune, Rogue River Press, Grants Pass Daily Courier, and information is currently available on the MRMPO website. Information on the new project is enumerated, below:

**A. Amendment to RTP: *Transit Hub – Josephine County***

Description: The project consists of developing a transit hub on two parcels of land that the County already owns. The hub will consist of on street parking for six separate transit vehicles, passenger shelters for all six slots, bike racks, parking for park and ride use, additional seating besides the shelters, lighting, security and a customer service building.

**Project # - 724**

**Location & Description - Region 3 Transit hub, Josephine County**

**Timing - Short**

**Cost - \$1,052,000**

**Conformity Status - Exempt-Table 3**

Design funding has been obligated. Construction is expected to begin in 2017-18.

**The Chair opened the public hearing**

**In support:** None received

**In opposition:** None received

**The Chair closed the public testimony.**

**MOTION(S):**

**On a motion by Rob Brandes, seconded by Jason Canady, the 2015-2040 Regional Transportation Plan (RTP) Amendment – Transit Hub (Josephine County) was adopted by unanimous voice vote.**

***Public Hearing #2:***

**4. Regional Plan (RTP)/Transportation Improvement Program (TIP) Amendment**

Ryan MacLaren went over the details of the proposed amendments to the 2015-2018 Metropolitan Transportation Improvement Program (MTIP) and the 2015-2040 Regional Transportation Plan (RTP). The project description is to install edge line rumble strips, center line rumble strips, and center line recessed pavement markers to a number of highway segments within the Region (attached tables were provided to show specifics for exact mile markers.) Only a small segment of center line recessed pavement markers fall within the MRMPO boundary (a general location map was included for the Committee). The funds for this project are not MRMPO funds but rather ODOT Safety Funds. The cost per mile is estimated at \$15,000/mile. The project is Davis-Bacon rated, and is subject to established construction protocols. Federal Highway funds are used. Some gas tax is used. Only two segments are located in the MPO. Construction is expected in 2015-2018, with the majority of construction on 2017.

**The Chair opened the public hearing****In support:** None received**In opposition:** None received**The Chair closed the public testimony.****MOTION(S):**

**On a motion by Rob Brandes, seconded by Rick Riker the Regional Plan (RTP)/Transportation Improvement Program (TIP) Amendment – Region Wide Rumble Strips (KN 18880) was adopted by unanimous voice vote.**

**5. MRMPO Planning Update**

- Ryan McLaren will be bringing additional RTP/TIP amendments to the Policy Committee in September.
- Carl Rosenbach has accepted the position of COG Program Manager, and will be relocating from Texas to Medford.
- Dan Moore shared a packet of information from DLCD regarding updated GHG Target Rules. Albany and the MRMPO are suggested form inclusion, a stance opposed by the MRMPO Policy Committee. Darrin Fowler and Pam van Arsdale are the RVMPO representative and alternate to the GHG Advisory Committee. A memo created by a professional analyst accompanied the DLCD packet, outlining three options for the updated Target Rules:

1. Establish the same targets for all involved entities.
2. Establish one target for Metro and another for all the others involved.
3. Establish a set of different targets for each metropolitan area.

The question has arisen whether the time, effort and expense of attempting to achieve unreachable goals would be worth it. It was suggested that perhaps setting a “not to exceed” goal might better serve the unique, realities of southern Oregon emissions. It was divulged that the GHG Target Rule process is only related to light use vehicles. Electric vehicles are accounted for in the GHG emissions analysis. At this point, participation in the GHG target process is voluntary. The Committee members discussed the rural nature of the MPO municipalities, and the unfairness of putting it into the same “category” as the more heavily populated/trafficked, metropolitan areas.

- Dan Moore shared more information about CMAQ funding issues, and how the RVMPO has reacted to the proposed cuts in funding. It may also turn out that future projects may be selected for funding based on a competitive process.
- The ODOT fund exchange program requires the RVCOG to approve fund exchanges involving MPO funds.

**6. Public Comment**

None received.

**7. Other Business/Local Business**

- The OTC is meeting in Medford. Pam Van Arsdale shared

**8. Agenda Build for Next Meeting**

- Two more RTP/TIP amendments will be brought to the Committee.

**9. Adjournment**

The meeting was adjourned at 3:29 p.m.

**Meeting Schedule:**

MRMPO TAC            Thursday, Sept. 1 @ 1:30 pm

MRMPO Policy        Thursday, Sept. 15 @ 2:30 pm

DRAFT



**Middle Rogue  
Metropolitan Planning Organization  
Regional Transportation Planning**

*Gold Hill • Grants Pass • Rogue River • Jackson County • Josephine County • Oregon Department of Transportation*

**DATE:** September 8, 2016  
**TO:** MRMPO Policy Committee  
**FROM:** Ryan MacLaren, Associate Planner  
**SUBJECT:** RTP/TIP Amendments

The Policy Committee is being asked to consider approval of the following amendment to the 2013-2038 Regional Transportation Plan and 2015-2018 Transportation Improvement Program.

The 21-day public comment period and public hearing were advertised on or before August 26 in the Medford Tribune, Rogue River Press, Grants Pass Daily Courier, and information is currently available on the MRMPO website. Information on the new project is enumerated, below:

**A. Add New Project to RTP & TIP: Grants Pass Signal & Pedestrian Upgrades**

**Description:** The project consists of construction of left turn lane, signal improvements, raised median, install crosswalks, and ramp upgrades. Project locations at “M” St and 7<sup>th</sup>, (left turn lane, signal improvements, raised median) 4 intersections on 6<sup>th</sup> and 3 intersections on 7<sup>th</sup> St (RRFB’s, crosswalks, and ramp upgrades) and signal and lighting installation at MP 1.2 on US 199.

Project Name	Project Description	RTP Project Number	Air Quality Status	Key #	Federal Fiscal Year	Phase	Federal		Federal Required Match		Total Fed+Req Match	Other		Total All Sources
							\$	Source	\$	Source		\$	Source	
ODOT														
Grants Pass Signal & Pedestrian upgrades	construction of left turn lane, signal improvements, raised median, install crossw alks, and ramp upgrades	506	Exempt - Table 2, Safety								\$ -			\$ -
				19960	2017	Design	\$ 253,605	HSIP	\$ 21,395	ODOT	\$ 275,000			\$ 275,000
				19960	2017	Land Purchase	\$ 207,495	HSIP	\$ 17,505	ODOT	\$ 225,000			\$ 225,000
				19960	2017	Utility Relocate	\$ 165,996	HSIP	\$ 14,004	ODOT	\$ 180,000			\$ 180,000
				19960	2018	Construction	\$ 1,829,645	HSIP	\$ 154,355		\$ 1,984,000			\$ 1,984,000
						Other					\$ -			\$ -
					Total FFY17-18			\$ 2,456,741		\$ 207,259		\$ 2,664,000		



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**B. Add New Project to RTP & TIP: Josephine CO-5339 Bus & Facilities Program-Small Urban (15-17)**

Description: Bus replacements for small urban public transit service.

Project Name	Project Description	RTP Project Number	Air Quality Status	Key #	Federal Fiscal Year	Phase	Federal		Federal Required Match		Total Fed+Req Match	Other		Total All Sources
							\$	Source	\$	Source		\$	Source	
Josephine Community Transit														
Josephine CO-5339 Bus & Facilities Program-Small Urban (15-17)	Bus replacements for small urban public transit service	725	Exempt - Table 2, Safety								\$ -			\$ -
						Design			\$ -		\$ -			\$ -
						Land Purchase					\$ -			\$ -
						Construction					\$ -			\$ -
						Construction					\$ -			\$ -
				19955	FFY 2016	Other	\$ 274,574	FF30	\$ 31,426	ODOT	\$ 306,000			\$ 306,000
					Total FFY15-18		\$ 274,574		\$ 31,426		\$ 306,000			\$ 306,000





**Middle Rogue  
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**DATE:** September 8, 2016  
**TO:** MRMPO Policy Committee  
**FROM:** Dan Moore, Planning Program Manager  
**SUBJECT:** Budget Amendments to FY 2017 UPWP

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The purpose of this memo is to provide the Policy Committee (TAC) with information on proposed budget amendments to the 2016-2017 Middle Rogue Metropolitan Planning Organization (MRMPO), Unified Planning Work Program (UPWP) budget. The UPWP budget needs to be amended to reflect changes in the amounts of FHWA and FTA 5303 planning funds allocated to the MPO. The reviewed the proposed amendments and recommends approval.

FHWA planning funds for the MRMPO were reduced \$31,618 from \$215,678 to \$184,060. FTA 5303 planning funds were reduced \$1,814 from \$52,687 to \$50,873. Combined, FTA 5303 and FHWA fund reductions for the MRMPO total \$33,432. The reason for the reductions in funding is that ODOT revised the funding estimates without notifying the MRMPO until after the UPWP was adopted and the IGA sent for signature. The MRMPO was inadvertently left off of a February 2016 email notification from ODOT that went out to the Oregon MPOs with the changes to MPO funding allocations.

A total of \$33,432 needs to be deducted from the current UPWP to balance the budget. Below is a list of proposed deductions. In order to accommodate the reductions, some staff hours were reallocated to other projects (i.e., Rogue River TSP and Gold Hill LSNP). Most UPWP tasks have contingency funds built into the budget that can be used, if necessary, on the task budgets below that are being reduced. The original and revised budget sheets are attached to this memo.

### **Proposed UPWP Amendments**

1. Under Task 2.0 Short Range Planning, Subtask 2.1 TIP Activities; deduct \$10,000 in FHWA funds and \$907 in FTA 5303 funds.

**Subtask 2.1** *Metropolitan Transportation Improvement Program (MTIP); Annual Projects Listing*  
*Work Task Budget: ~~\$51,729~~ \$40,718*  
*FHWA MPO Planning Funds ~~\$46,093~~ \$36,093*  
*FTA 5303 Metropolitan Planning Funds, ~~\$5,057~~ \$4,150*  
*In-Kind Match, ~~\$579~~ \$475*

Funds remaining in Subtask 2.1 will be enough to cover TIP activities for FY17. This task had over \$17,000 in contingency funds budgeted (RVCOG Planning Department budget). There is \$6,500 left in contingency funds for this task.

2. Under Task 3.0 Long Range Planning, Subtask 3.1 ITS; deduct \$5,000 in FHWA funds.

**Subtask 3.1** *Intelligent Transportation System (ITS) Coordination*

***Work Task Budget: ~~\$15,572~~ \$10,572***  
***FHWA MPO Planning Funds, ~~\$10,000~~ \$5,000***  
***FTA 5303 Metropolitan Planning Funds, \$5,000***  
***In-Kind Match, \$572***

The funds remaining in this task will be enough to complete the ITS regional plan. The plan will be completed in October 2016. Not much staff time is anticipated for the remaining work on this task. This task has \$1,800 remaining in contingency funds.

3. Under Task 3.0 Long Range Planning, Subtask 3.2 RTP Maintenance; deduct \$8,000 in FHWA funds.

**Subtask 3.2    *RTP Maintenance***

***Work Task Budget: ~~\$22,935~~ \$14,935***  
***FHWA MPO Planning Funds, ~~\$17,363~~ \$9,363***  
***FTA 5303 Metropolitan Planning Funds, \$5,000***  
***In-Kind Match, \$572***

The funds remaining for this task will be sufficient to maintain the RTP. There are contingency funds available from other MRMPO UPWP work tasks (i.e. TSP Assistance, Air Quality, others).

4. Under Task 3.0 Long Range Planning, Subtask 3.4 Alternative Route Plan; deduct \$8,618 in FHWA planning funds and \$907 in FTA 5303 funds.

**Subtask 3.4    *Alternative Route Plan***

***Work Task Budget: ~~\$48,088~~ \$38,459***  
***FHWA MPO Planning Funds, ~~\$40,000~~ \$31,382***  
***FTA 5303 Metropolitan Planning Funds, ~~\$5,916~~ \$5,009***  
***In-Kind Match, ~~\$677~~ \$573***  
***MPO Dues, 1,495***

Funds remaining for this task will be enough to complete the route plan. Contingency funds from other work tasks in the UPWP can be used if necessary.

Table 1 – Revised FY 2017 UPWP Budget

MRMPO FY 2017 UPWP BUDGET						
Transportation Planning Funds by Source and Activity						
	FHWA MPO Planning Funds (1)	FTA 5303 (2)	In-Kind Match (2)	MPO Dues (3)	Region 3 Planning Funds (4)	Total Budget (5)
<b>Work Tasks</b>						
<b>1. Program Management</b>						
1.1 Office & Personnel Mgmt: Fiscal & Grant Admin.	\$45,000	\$15,000	\$1,717	\$6,894	\$0	\$68,611
1.2 UPWP Development & UPWP Progress	\$5,000	\$750	\$86	\$0	\$0	\$5,836
1.3 Public Education and Involvement Program	\$3,000	\$1,000	\$114	\$0	\$0	\$4,114
1.4 Interagency & Jurisdictional Coordination	\$5,000	\$800	\$92	\$0	\$0	\$5,892
1.5 Grant Writing	\$1,000	\$0	\$0	\$0	\$0	\$1,000
Totals	\$59,000	\$17,550	\$2,009	\$6,894	\$0	\$85,453
<b>2. Short Range Planning</b>						
2.1 TIP Activities	\$36,093	\$4,150	\$475	\$0	\$0	\$40,718
2.2 Air Quality Conformity	\$10,000	\$4,080	\$467	\$0	\$0	\$14,547
2.3 Local TSP Technical Assistance	\$10,000	\$500	\$57	\$0	\$0	\$10,557
2.4 STP & CMAQ Project Funds Management	\$10,736	\$1,500	\$172	\$0	\$0	\$12,408
Totals	\$66,829	\$10,230	\$1,171	\$0	\$0	\$78,230
<b>3. Long Range Planning</b>						
3.1 ITS Coordination	\$5,000	\$5,000	\$572	\$0	\$0	\$10,572
3.2 RTP Maintenance	\$9,363	\$5,000	\$572	\$0	\$0	\$14,935
3.3 VMT Per Capita Benchmarks	\$0		\$0	\$0	\$40,000	\$40,000
3.4 Alternative Route Plan	\$31,382	\$5,009	\$573	\$1,495	\$0	\$38,459
Totals	\$45,745	\$15,009	\$1,718	\$1,495	\$40,000	\$103,967
<b>4. Data Development</b>						
4.1 Research & Analysis Program	\$10,986	\$2,584	\$296	\$0	\$0	\$13,866
4.2 Data collection/analysis for Title 6 & EJ	\$1,500	\$500	\$57	\$0	\$0	\$2,057
Totals	\$12,486	\$3,084	\$353	\$0	\$0	\$15,923
<b>5. Transit - JOCO</b>						
5.1 Grants Pass to Medford Transit Line Passenger Survey	\$0	\$5,000	\$572	\$0	\$0	\$5,572
Totals	\$0	\$5,000	\$572	\$0	\$0	\$5,572
<b>Totals</b>	<b>\$184,060</b>	<b>\$50,873</b>	<b>\$5,823</b>	<b>\$8,389</b>	<b>\$40,000</b>	<b>\$289,145</b>

(1) FHWA MPO Planning funds are allocated to the MRMPO by formula and consist of 89.73% federal funds and 10.27% state match. Federal Share: \$160,010; ODOT Match: \$18,314; and FY 2015 Carryover PL: \$5,147 and match: \$589 for a Total of \$184,060 for FY 2017.

(2) Section 5303 funds are provided for metropolitan planning activities. Total 2017 allocation consists of 89.73% federal (\$50,873) and a required 10.27% local share (\$5,823) provided by in-kind in lieu of cash match.

(3) MPO dues are paid by MPO member jurisdictions: Gold Hill, Grants Pass, Jackson County, Josephine County, and Rogue River.

4) ODOT Region 3 planning funds.

5) RVCOG acting on behalf of the the MRMPO will apply for and otherwise obtain these funds. RVCOG will carry out the tasks described in this UPWP.

**Note: The revenues contained in the UPWP represent the best estimates of expected funding and planning priorities at this time. These priorities and funding levels may change over time. Actual ODOT funding commitments are finalized through specific IGAs. The identified dollar amounts may include subcontracted activities.**

Table 2 – Adopted FY 2017 UPWP Budget

MRMPO FY 2017 UPWP BUDGET						
Transportation Planning Funds by Source and Activity						
	FHWA MPO Planning Funds (1)	FTA 5303 (2)	In-Kind Match (2)	MPO Dues (3)	Region 3 Planning Funds (4)	Total Budget (5)
<b>Work Tasks</b>						
<b>1. Program Management</b>						
1.1 Office & Personnel Mgmt: Fiscal & Grant Admin.	\$45,000	\$15,000	\$1,717	\$6,894	\$0	\$68,611
1.2 UPWP Development & UPWP Progress	\$5,000	\$750	\$86	\$0	\$0	\$5,836
1.3 Public Education and Involvement Program	\$3,000	\$1,000	\$114	\$0	\$0	\$4,114
1.4 Interagency & Jurisdictional Coordination	\$5,000	\$800	\$92	\$0	\$0	\$5,892
1.5 Grant Writing	\$1,000	\$0	\$0	\$0	\$0	\$1,000
Totals	\$59,000	\$17,550	\$2,009	\$6,894	\$0	\$85,453
<b>2. Short Range Planning</b>						
2.1 TIP Activities	\$46,093	\$5,057	\$579	\$0	\$0	\$51,729
2.2 Air Quality Conformity	\$10,000	\$4,080	\$467	\$0	\$0	\$14,547
2.3 Local TSP Technical Assistance	\$10,000	\$500	\$57	\$0	\$0	\$10,557
2.4 STP & CMAQ Project Funds Management	\$10,736	\$1,500	\$172	\$0	\$0	\$12,408
Totals	\$76,829	\$11,137	\$1,275	\$0	\$0	\$89,241
<b>3. Long Range Planning</b>						
3.1 ITS Coordination	\$10,000	\$5,000	\$572	\$0	\$0	\$15,572
3.2 RTP Maintenance	\$17,363	\$5,000	\$572	\$0	\$0	\$22,935
3.3 VMT Per Capita Benchmarks	\$0		\$0	\$0	\$40,000	\$40,000
3.4 Alternative Route Plan	\$40,000	\$5,916	\$677	\$1,495	\$0	\$48,088
Totals	\$67,363	\$15,916	\$1,822	\$1,495	\$40,000	\$126,596
<b>4. Data Development</b>						
4.1 Research & Analysis Program	\$10,986	\$2,584	\$296	\$0	\$0	\$13,866
4.2 Data collection/analysis for Title 6 & EJ	\$1,500	\$500	\$57	\$0	\$0	\$2,057
Totals	\$12,486	\$3,084	\$353	\$0	\$0	\$15,923
<b>5. Transit - JOCO</b>						
5.1 Grants Pass to Medford Transit Line Passenger Survey	\$0	\$5,000	\$572	\$0	\$0	\$5,572
Totals	\$0	\$5,000	\$572	\$0	\$0	\$5,572
<b>Totals</b>	<b>\$215,678</b>	<b>\$52,687</b>	<b>\$6,030</b>	<b>\$8,389</b>	<b>\$40,000</b>	<b>\$322,784</b>

(1) FHWA MPO Planning funds are allocated to the MRMPO by formula and consist of 89.73% federal funds and 10.27% state match. Federal Share: \$188,381; ODOT Match: \$21,561; and FY 2015 Carryover PL: \$5,147 and match: \$589 for a Total of \$215,678 for FY 2017.

(2) Section 5303 funds are provided for metropolitan planning activities. Total 2017 allocation consists of 89.73% federal (\$52,687) and a required 10.27% local share (\$6,030) provided by in-kind in lieu of cash match.

(3) MPO dues are paid by MPO member jurisdictions: Gold Hill, Grants Pass, Jackson County, Josephine County, and Rogue River.

4) ODOT Region 3 planning funds.

5) RVCOG acting on behalf of the the MRMPO will apply for and otherwise obtain these funds. RVCOG will carry out the tasks described in this UPWP.

**Note: The revenues contained in the UPWP represent the best estimates of expected funding and planning priorities at this time. These priorities and funding levels may change over time. Actual ODOT funding commitments are finalized through specific IGAs. The identified dollar amounts may include subcontracted activities.**