



AGENDA

Middle Rogue Metropolitan Planning Organization

Policy Committee

Date: *Thursday, July 20, 2017*

Time: *2:30 p.m.*

Location: *Courtyard Conference Room, Grants Pass City Hall
101 NW "A" Street, Grants Pass, OR*

Contact: *Stephanie Thune, RVCOG: 541-423-1368
MRMPO website: www.mrmppo.org*

1	Call to Order / Introductions / Review Agenda	Darin Fowler, Chair
2	Review / Approve Minutes	Chair
<i>Attachment</i>	#1 MRMPO Policy Committee Draft Minutes 170615	
PUBLIC HEARING Chair will read the public hearing procedures		
3	2015-2040 Regional Transportation Plan (RTP) and 2015-2018 Transportation Improvement Program (TIP) Amendments	Ryan MacLaren
<i>Background</i>	The Policy Committee will hold a public hearing to review and consider adoption of the following amendments to the 2015-2040 Regional Transportation Plan (RTP) and the 2015-2018 Transportation Improvement Program (TIP): <ul style="list-style-type: none"> • Sand Creek Road Bridge • Grants Pass-5310 E&D Transit Capital STP (17-19) • Josephine Co-5310 Enhanced Mobility Program (17-19) • ORE Salt Pilot PH 2: Bridge Deck Testing & Sealing 	
<i>Attachment</i>	#2 Memo: RTP/TIP Amendments	
<i>Action Requested</i>	Approve Regional Transportation Plan (RTP) / Transportation Improvement Program (TIP) amendments.	

Discussion Items		
4	Bylaw Revision Review	Dan Moore
<i>Background</i>	A review of the proposed changes to the MRMPO TAC's Bylaws by the Policy Committee on June 15 resulted in suggestions being sent back to the TAC for further consideration at their July 6 meeting. At that meeting, the TAC voted unanimously to incorporate the Policy Committee's suggestions and forward the Bylaws to the Policy Committee once again. This agenda item will serve to re-initiate the 30-day notification period prior to voting on the proposed amendments at the August 17 meeting.	
<i>Attachments</i>	#3 MRMPO TAC Bylaws with proposed revisions in track changes.	
<i>Action Requested</i>	None at this time. Staff will request approval of the proposed amendments to the MRMPO Bylaws at the August 17 MRMPO Policy Committee meeting, once the 30-day notification requirement has been met.	
5	Public Comment <i>*Limited to one comment per person, five minute maximum time limit.</i>	Chair
Regular Updates		
6	Planning Update	Karl Welzenbach
7	Other Business / Local Business Opportunity for MRMPO member jurisdictions to talk about transportation planning projects.	Chair
8	Adjournment	Chair

- The next MRMPO Policy Committee meeting will be **Thursday, August 17, at 2:30 p.m.** in the Courtyard Conference Room at Grants Pass City Hall.
- The next MRMPO Technical Advisory Committee (TAC) meeting will be **Thursday, August 3, 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 ANDREA NAPOLI, 541-423-1369. 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
June 15, 2017

The following attended:

Voting Members	Organization	Phone Number
Barry Eames	Grants Pass	218-1403
Bob Strosser	Jackson County	774-6119
Darin Fowler, Chair	Grants Pass	660-3696
Mike Baker	ODOT	957-3658
Pam VanArsdale	Rogue River	660-4414
Rick Riker	Grants Pass	479-7333
Robert Brandes	Josephine County	474-5460
Staff	Organization	Phone Number
Dan Moore	RVCOG	423-1361
Ryan MacLaren	RVCOG	423-1338
Stephanie Thune	RVCOG	423-1368
Interested Parties	Organization	Phone Number
Briana Fountain	Blue Zones	
Dan Burden	Blue Zones	614-595-0976
Jason Canady	Grants Pass	450-6110
Jenna Marmon	ODOT	
John Vial	Jackson County	774-6238
Jordan Carr	Blue Zones	503-716-2566
Lesley Orr	Bike/Ped	

Samantha Thomas	Blue Zones	
Tom Schauer	Grants Pass	541-450-6072

1. Call to Order / Introductions/ Review Agenda

Chair Fowler called the meeting to order at 2:32 p.m.; a quorum was confirmed with voting members from Grants Pass, Rogue River, Jackson County, Josephine County, and ODOT in attendance.

There were no changes to the agenda.

2. Review / Approve Minutes

The Chair asked if there were any changes or additions to the May 18 meeting minutes.

On a motion by Pam VanArsdale, seconded by Rick Riker, the Committee recommended approval of the May 18 MRMPO Policy Committee meeting minutes as submitted.

The motion carried unanimously by voice vote.

Presentations

3. “Blue Zones”

Dan Burden, a subject matter expert with Blue Zones Project (BZP), gave a presentation explaining how walkable built environments foster active, healthy lifestyles. Presentation highlights and clarifications resulting from a Q&A between Policy Committee and BZP national team members in attendance included the following:

- As a result of a “health and well-being” initiative in Oregon, Grants Pass was selected (according to their rating in terms of need and readiness) as one of three communities to launch three-year health transformation projects; a resolution has not yet gone through the City Council. If the resolution passes, it is anticipated that four local staff members will be hired to work full-time on health and well-being initiatives.
- BZP initiatives are 100% sponsor-funded; in Oregon, Cambia Health Foundation is the state sponsor, Asante is the local sponsor.
- Nationwide, cities have been overdesigned for cars; BZP promotes livability and health through enhancing the roles of place, walkability and bicycling. It does this not by diminishing the number of roads, but rather by focusing on improving street connectivity and then installing life radius features such as schools, churches, stores, etc. Design principles are driven by a focus on people, “place,” and beauty, rather than cars, traffic, and speed. “Complete streets” are an important component as well, featuring sidewalks and bike lanes on both sides, with parking on one side. Burden shared details and photos of successful BZP initiatives in Muscatine, IA; Davidson, NC; Hamburg, NY; and University Place, WA.
- Research has shown that, if a region can reduce car ownership by 15,000 cars, financial benefit to the local community would be approximately \$127 million based on a \$9.20 cost to society for driving versus \$1.50 for using the bus, \$.08 for bicycling, and \$.01 for walking.
- Portland, OR leads the *nation* in walkability, which in turn has reduced property taxes by 29%, air pollution by 86% and increased neighborhood quality by 19%. It was noted that the reduction in property taxes is driven by tremendous connectivity, which decreases emergency and water costs for homeowners.

Public Hearing:

4. 2015-2040 Regional Transportation Plan (RTP) and 2015-2018 Transportation Improvement Program (TIP) Amendments

The Chair read the procedure for the public hearing.

Josephine County has requested that the MRMPO RTP and TIP be amended to include the following two projects:

- **JCT – 5307 Transit Operations (FY16)**

Description: “*Transit Operating Assistance*”

- **JCT – 5307 Transit Operations (FY17)**

Description: “*Transit Operating Assistance*”

Notice of a public hearing and comment period regarding the amendment was published in the Rogue River Press on Wednesday, May 24, and in the Grants Pass Courier and Medford Mail Tribune on Thursday, May 25. The 21-day public comment period concludes with today’s public hearing.

At their June 1 meeting, the MRMPO TAC voted unanimously to recommend approval of the proposed amendment to the MRMPO Policy Committee.

There were no questions or comments by Policy Committee members.

The Chair opened the discussion to public comment, both in support and in opposition.

None voiced.

The Chair closed the public testimony.

Pam VanArsdale moved that the MRMPO Policy Committee approve the 2015-2040 MRMPO RTP and 2015-2018 MRMPO TIP amendments as described. Bob Strosser seconded.

The motion carried unanimously by voice vote.

5. 2015-2040 Regional Transportation Plan (RTP) Amendments and 2018-2021 Transportation Improvement Program (TIP) Re-Adoption

The Chair read the procedure for the public hearing.

Ryan MacLaren reported that, since the MRMPO TIP was adopted, some changes were made to ODOT’s STIP, resulting in several discrepancies between the two documents. Since they must match identically prior to submittal to the Governor’s office, ODOT is requesting that both MPOs re-adopt (not amend) their 2018-2021 TIPs to include the previously omitted STIP projects.

MacLaren highlighted details of information provided in the agenda packet regarding the project changes; most involved changes to names or phase years, or to ensure that fund matches were shown accurately. No new projects were created, though some were removed due to being obligated prior to the start of FFY2018.

There were no questions or comments by Policy Committee members.

The Chair opened the discussion to public comment, both in support and in opposition.

None voiced.

The Chair closed the public testimony.

Pam VanArsdale moved that the Policy Committee approve the 2015-2040 MRMPO RTP amendments and 2018-2021 MRMPO TIP re-adoption. Barry Eames seconded.

The motion carried unanimously by voice vote.

Discussion Items

6. Bylaw Revision Review

Dan Moore reviewed the proposed change to the TAC Bylaws as provided in the agenda packet. The TAC Bylaws state that “*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,*” so today’s review of the proposed revisions will serve to start of the 30-day notification period to the Policy Committee of the recommendation to amend.

The following change (in blue) is being proposed:

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 the majority of member jurisdictions are present. Member jurisdictions are one individual from each of the following: cities of Gold Hill, Grants Pass, Rogue River, Jackson County, Josephine County and ODOT Rogue Valley Area Office.*

Comments/inquiries:

- *John Vial:* Explained that the purpose of the proposed amendment was to require a fair representation of jurisdictions in any quorum.
- *Bob Strosser:* Inquired whether the Policy Committee might need to review its Bylaws to scrutinize the same issue. *Chair Fowler:* Recommended following through with the TAC Bylaws revisions first, then adding “Review of Policy Committee Bylaws” to a future Policy Committee meeting.
- *Mike Baker:* Pointed out that the language in Article III, Section 1 “Membership of the Committee” delineates six jurisdictions (Grants Pass, Rogue River, Gold Hill, Josephine County, Jackson County and ODOT) and two agencies (DLCD and DEQ) as voting members of the committee, whereas Article IV, Section 3(b) states only that “a quorum shall exist when the majority of member jurisdictions are present,” (with no mention made of DLCD and DEQ, which thus renders them able to vote, but not counting towards the quorum). Baker argued that, if the voting members of the two agencies do not count toward the quorum, then those two agencies should be added to the “Ex-officio” list instead.
 - *Pam VanArsdale* concurred, stating that DLCD and DEQ are not represented on the Policy Committee and wondered why they were part of the TAC.

- *Rob Brandes*: Added that neither DLCD nor DEQ has facilities impacted by the MRMPO's projects.
 - *Baker*: Pointed out that the logic behind inviting the agencies to attend/participate in the meetings lies in the fact that they actually are affected by land use and air quality issues related to the MPO's transportation projects.
- *Baker*: Mentioned that the proposed language in Article IV, Section 3(b) related to ODOT, "ODOT Rogue Valley Area Office," is of concern, since only one of ODOT's two voting members actually work out of the Rogue Valley Area Office, the other works out of an office at RVCOG.
 - In addition to listing DLCD and DEQ as ex-officio members in Article III, Section 1 as he recommended above, he suggested changing the proposed revision of Article IV, Section 3(b) to read: "*A quorum shall exist when the majority of member jurisdictions and agencies is present. Ex-officio members do not count towards a quorum.*"
 - *John Vial*: As Chair of the TAC, asserted that Baker's recommendation was in line with the following TAC considerations when writing their Bylaws: 1) Article III, Section 3(a) "Voting Privileges," states that only jurisdictions have voting privileges, not agencies; this distinction was made intentionally by the TAC, and 2) after further consideration, the TAC decided to identify ODOT as a "jurisdiction" in Article III, Section 1. He also noted that DLCD was present during the consideration of the Bylaws and agreed that they should not hold voting privileges.

Staff will bring the Policy Committee's suggestions to the July 6 TAC meeting for members to consider. Once the TAC reviews/amends their revisions, staff will present the (revised) proposed amendments to the Policy Committee in order to begin the 30-day notification period once again.

After the revision of the TAC's Bylaws is complete, the Policy Committee will schedule an agenda item to review their own Bylaws to ensure that no corollary issues exist such as those found in the TAC Bylaws.

7. Public Comment

None voiced.

Regular Updates

8. Planning Update

Moore reported that Karl Welzenbach was in Salem attending an OTC meeting regarding the CMAQ funding proposal. Effective in 2019, the MRMPO will sustain a 47% funding cut, the RVMPO 55%. Once the final allocations are known, the RTP and TIP may need to be amended to accommodate the significant funding reduction.

VanArsdale explained that Welzenbach was arguing the funding cuts in Salem today, although there is little hope for swaying the OTC's favor from Portland-Metro. It appears that Southern Oregon will be the most deeply burdened by the need to spread the same amount of Oregon CMAQ money across five MPOs now, rather than three. Adding insult to injury, the FHWA issued a determination last week that Portland would, in fact, be able to spend their CMAQ funds once reaching attainment effective October 1, 2017. (This issue had been under debate as the federal regulations appeared to preclude the spending of CMAQ funds by MPOs that had reached attainment).

9. Other Business / Local Business

- John Vial mentioned the concept contained in HB-2017 for “Congestion Relief Districts (CRDs),” which would be comprised of the Policy Committees of the MPOs throughout the state and given unilateral authority to increase gas taxes and registration fees. As the governing bodies of the CRDs, the Policy Committees would need to be comprised exclusively of elected officials. This would cause some reconfiguring of the RVMPO and MRMPO Committees, which currently contain several non-elected officials as voting members.
- Pam VanArsdale added that this statement, “(G) *The governing body of the Middle Rogue Congestion Relief District shall be the Rogue Valley Metropolitan Planning Organization Policy Committee*” is being changed so that the Middle Rogue will govern itself.
- The Chair requested agenda items for the next meeting; one was mentioned:
 - Review of TAC Bylaw Revisions.

10. Adjournment

The meeting was adjourned at 3:55 p.m.

Meeting Schedule:

MRMPO TAC | Thursday, July 6, 2017 | 1:30 pm

MRMPO Policy Committee | Thursday, July 20, 2017 | 2:30 pm



DATE: July 20, 2017
TO: MRMPO Technical Advisory 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 2015-2040 Regional Transportation Plan and 2015-2018 Transportation Improvement Program.

The 21-day public comment period and public hearing were advertised on or before June 29 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: Sand Creek Road Bridge

Description: The bridge is currently closed, and the substructure rating has been updated to show that “failure is imminent”. The existing detour is two miles long, the roadway width is narrow, and there is a blind 90- degree corner that is a concern when school busses and first responders are operating during poor weather conditions. The detour is not suitable for long-term use.

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															
Sand Creek Road Bridge	Replace Bridge	512	Exempt - Table 2, Safety								\$ -			\$ -	
				21052	2017	Design	\$ 307,020	SFLP	\$ 56,980	Local	\$ 364,000			\$ 364,000	
				21052	2017	Land Purchase	\$ 42,173	SFLP	\$ 7,827	Local	\$ 50,000			\$ 50,000	
						Utility Relocate						\$ -			\$ -
				21052	2017	Construction	\$ 1,208,681	SFLP	\$ 224,319	Local	\$ 1,433,000			\$ 1,433,000	
						Other						\$ -			\$ -
				Total FFY15-18		\$ 1,557,874		\$ 289,126		\$ 1,847,000			\$ 1,847,000		



B. Add New Project to RTP & TIP: Grants Pass-5310 E&D Transit Capital STP (17-19)

Description: Purchased Service, Preventive Maintenance and Vehicle Purchase

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	
Grants Pass														
Grants Pass-5310 E&D Transit Capital STP (17-19)	Purchased Service	238	Exempt - Table 2, Transit								\$ -			\$ -
								Design				\$ -		\$ -
								Land Purchase				\$ -		\$ -
								Utility Relocate				\$ -		\$ -
								Construction				\$ -		\$ -
							21100	2017	Other	\$ 518,812	STBG FLEX	\$ 59,380	Local	\$ 578,192
	Total FFY 15-18		\$ 518,812		\$ 59,380		\$ 578,192		\$ 578,192					

C. Add New Project to RTP & TIP: Josephine Co-5310 Enhanced Mobility Program (17-19)

Description: Preventive Maintenance

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-5310 Enhanced Mobility Program (17-19)	Preventive Maintenance	746	Exempt - Table 2, Transit								\$ -			\$ -
								Design				\$ -		\$ -
								Land Purchase				\$ -		\$ -
								Utility Relocate				\$ -		\$ -
								Construction				\$ -		\$ -
							21096	2017	Other	\$ 169,928	FTA 5310	\$ 42,482	Local	\$ 212,410
	Total FFY 15-18		\$ 169,928		\$ 42,482		\$ 212,410		\$ 212,410					



D. Add New Project to RTP & TIP: *ORE Salt Pilot PH 2: Bridge Deck Testing & Sealing*

Description: Salt testing on bridge decks; design of sealing and overlay projects, and construction of protective systems.

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															
ORE Salt Pilot PH 2: Bridge Deck Testing & Sealing	Salt Testing on Bridge Decks	511	Exempt - Table 2, Safety								\$ -			\$ -	
				21076	2017	Design	\$ 184,440	STBG FLEX	\$ 15,560	ODOT	\$ 200,000			\$ 200,000	
						Land Purchase						\$ -			\$ -
						Utility Relocate						\$ -			\$ -
						Construction						\$ -			\$ -
						Other						\$ -			\$ -
					Total FFY15-18		\$ 184,440		\$ 15,560		\$ 200,000			\$ 200,000	



Middle Rogue
Metropolitan Planning Organization
Regional Transportation Planning

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

DATE: July 12, 2017
TO: MRMPO Policy Committee
FROM: Dan Moore, MPO Coordinator
SUBJECT: MRMPO TAC Bylaw Revisions

At the Policy Committee June 15, 2017 meeting, staff reviewed the proposed changes to the TAC Bylaws Article IV, Section 3(b) that identifies the member jurisdictions on the committee that count toward a quorum.

During discussion, it was pointed out that the language in Article III, Section 1 “Membership of the Committee” delineates six jurisdictions (Grants Pass, Rogue River, Gold Hill, Josephine County, Jackson County and ODOT) and two agencies (DLCD and DEQ) as voting members of the committee, whereas Article IV, Section 3(b) states only that “a quorum shall exist when the majority of member jurisdictions are present,” (with no mention made of DLCD and DEQ, which thus renders them able to vote, but not counting towards the quorum). The committee concurred that if the voting members of the two agencies do not count toward the quorum, then those two agencies should be added to the “Ex-officio” list instead.

In addition to listing DLCD and DEQ as ex-officio members in Article III, Section 1, it was also suggested that the proposed revision of Article IV, Section 3(b) to read: “*A quorum shall exist when the majority of member jurisdictions and agencies are present. Ex-officio members shall not count towards a quorum.*”

Staff presented the proposed bylaw revisions, suggested by the Policy Committee, to the TAC at their July 6th meeting. The TAC reviewed the proposed bylaw amendments and recommend approval. Staff will present the (revised) proposed amendments to the Policy Committee in order to begin the 30-day notification period.

After the revision of the TAC’s Bylaws is complete, the Policy Committee will schedule an agenda item to review their own Bylaws to ensure that no corollary issues exist such as those found in the TAC Bylaws.

**BYLAWS
MIDDLE ROGUE METROPOLITAN PLANNING ORGANIZATION (MRMPO)
TECHNICAL ADVISORY COMMITTEE (TAC)**

Article I

Name

This committee shall be known as the Technical Advisory Committee to the Metropolitan Planning Organization.

Article II

Purpose

The committee shall conduct, under the direction of the MRMPO Policy Committee, the technical portions of the Middle Rogue Regional Transportation Plan, including, but not limited to the following activities.

- a. Annual preparation of the Unified Planning Work Program to address transportation issues in the Grants Pass metropolitan area.
- b. Preparation of plans, programs and special studies to address transportation issues in the Grants Pass metropolitan area.
- c. Work with the MPO to ensure public participation in the transportation planning process.
- d. Preparation of the Transportation Improvement Program at intervals of no less than biannually.

Article III

Membership - Voting

Section 1. Membership of the Committee

The committee will be made up of representatives of each of the following jurisdictions and agencies:

Up to (2) representatives of:

City of Grants Pass
City of Rogue River
City of Gold Hill
Josephine County
Jackson County
Oregon Department of Transportation (ODOT)

~~A single representative of:~~

~~Department of Land Conservation and Development (DLCD)
Department of Environmental Quality (DEQ)~~

Ex-officio members of the TAC shall include:

Federal Highway Administration (FHWA)
Federal Transit Administration (FTA)
Oregon Division of State Lands
Department of Land Conservation and Development (DLCD)
Department of Environmental Quality (DEQ)

- b. Members may designate alternates to serve in their place.
- c. Designees may serve on a meeting-by-meeting basis or on a permanent basis.
- d. Designees serving on a permanent basis shall be afforded all the rights of a member, including the opportunity to serve as a committee officer.
- e. The committee shall have non-voting ex-officio members as appointed by the chair.

Section 2. Appointment and Tenure of Committee Membership

- a. Each jurisdiction with membership on the committee shall appoint its representatives.
- b. Members shall serve until they are replaced by their jurisdictions.

Section 3. Voting Privileges

- a. Each member shall be entitled to one vote on all issues presented at regular and special meetings at which the jurisdiction is present.

Article IV

Meetings

Section 1. Regular Meetings

- a. The committee shall hold regular meetings at such time and place determined by the committee.

Section 2. Special Meetings

- a. Special meetings may be called by the chair, vice-chair or MPO transportation staff on two days notice.
- b. The person or persons 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 the majority of member jurisdictions and agencies are present. Ex-Officio members shall not count toward a quorum.
- c. The voting on all questions coming before the MPO Technical Advisory Committee shall be by simple majority vote. Any member may ask for a roll call vote if consensus (unanimity) cannot be reached on an MPO decision item/issue. The ayes and nays shall be entered in the minutes of such meeting.
- d. All meetings shall be conducted in accordance with Roberts' Rule of Order Newly Revised and the Oregon Open Meeting Law (ORS 192.610 to 192.690) requirements will be adhered to at all times.

Article V

Officers and Duties

Section 1. Officers

- a. The officers of the committee shall be a chair and vice-chair to be elected at the February meeting.

Section 2. Term of Office

- a. The officers shall hold office for a period of one year, beginning at the close of the February meeting.

Section 3. Duties

- a. The chair shall preside at all meetings and is entitled to vote on all issues.
- b. The vice-chair shall perform all duties of the chair in the chair's absence.

Section 4. Planning Program Manager

The RVCOG's Planning Program Manager shall be a non-voting, ex-officio member of the committee. The program manager shall be responsible for staff support of the committee, including minute taking and record keeping.

Article VI

Subcommittees

Section 1. Subcommittees

- a. Subcommittees as needed shall be appointed by the chair.
- b. The members of subcommittees shall serve until the work of the subcommittees is completed, or until their successors have been elected or appointed.
- c. Subcommittees must have at least one member who is a member of the full committee.
- d. The chair and the Planning Program Manager shall serve as ex-officio members of all subcommittees.
- e. The committee, by a majority vote, may dissolve subcommittees.

Section 2. Subcommittee Meetings

- a. Meetings of each subcommittee may be called by its chair, by the chair of the TAC by any two subcommittee members or by MPO transportation staff on two days' notice. A majority of the members of each subcommittee shall constitute a quorum, and an act of the majority of the quorum present at the meeting shall constitute the act of the subcommittee.

Article VII

Amendments to Bylaws

Section 1.

- a. These bylaws may be amended or repealed or new bylaws may be adopted by a Super Majority vote of two-thirds plus one of the members of the committee present at any regular or special meeting called for that purpose. This also includes amending the bylaws to include new members. 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.

Section 2.

- a. Amendments to the bylaws shall become effective upon approval by the MRMPO Policy Committee.

Approved by the MRMPO Policy Committee:

Darin Fowler, Chair

Date