



## AGENDA

### Middle Rogue Metropolitan Planning Organization Policy Committee

**Date:** Thursday, April 18, 2019

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

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

Transit: served by JCT Routes #35, 40, 50, 80 and the Rogue Valley  
Commuter Line

**Contact:** Rebecca Swanz, RVCOG: 541-423-1375  
MRMPO website: [www.mrmppo.org](http://www.mrmppo.org)

|  |   |                         |
|--|---|-------------------------|
| 1  | Call to Order / Introductions / Review Agenda   | Valerie Lovelace, Chair |
| 2  | Review / Approve Minutes  | Chair                   |
| Attachment   | #1   <a href="#">MRMPO Policy Committee Draft Minutes 03212019</a>  |                         |
| <b>PUBLIC HEARING</b><br><i>Chair will read the public hearing procedures:</i> |   |                         |
| 3  | 2019–2020 Unified Planning Work Program   | Karl Welzenbach         |
| Background   | <p>The Middle Rogue Metropolitan Planning Organization (MRMPO) Policy Committee, Josephine County, State of Oregon, will hold a public hearing to review the Unified Planning Work Program (UPWP) for 2019–2020. This document identifies those planning efforts which the MPO intends to pursue in the upcoming fiscal year (July 1, 2019–June 30, 2020).</p> <p>The 30-day public comment period and public hearing was advertised on or before March 18 in the <i>Medford Tribune</i>, the <i>Rogue River Press</i> and the <i>Grants Pass Courier</i> and information is currently available on the MRMPO website. The TAC recommended approval of the UPWP to the Policy Committee at their April 4 meeting.</p> |                         |
| Attachment   | #2   <a href="#">2019–20 UPWP</a> *Slightly modified version will be available at the meeting.  |                         |
| Action Requested   | Approval of the final version of the UPWP.  |                         |

| Discussion Items  |  |                        |
|-------------------|--|------------------------|
| <b>4</b>          | <b>RTP Discussion—Goals and Objectives</b>   | <b>Karl Welzenbach</b> |
| <i>Background</i> | Staff is in the process of updating the current 2015–2040 RTP. Included in this update is a review of existing goals and objectives. |                        |
| <i>Attachment</i> | #3   <a href="#">RTP Goals &amp; Objectives</a>  |                        |
| <b>5</b>          | <b>Public Comment</b><br><i>*Limited to one comment per person, five minute maximum time limit.</i>                                  | <b>Chair</b>           |
| Regular Updates   |  |                        |
| <b>6</b>          | <b>Planning Update</b>   | <b>Karl Welzenbach</b> |
| <b>7</b>          | <b>Other Business / Local Business</b><br>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, May 16 at 2:30 p.m.** in the Courtyard Conference Room at the Grants Pass City Hall.

The next MRMPO Technical Advisory Committee (TAC) meeting will be **Thursday, May 2 at 1:30 p.m.** in the Courtyard Conference Room at the 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

### March 21, 2019

The following attended:

| Voting Members          | Organization     | Phone Number |
|-------------------------|------------------|--------------|
| Barry Eames             | Grants Pass      | 218-1403     |
| Dan DeYoung             | Josephine County | 660-0342     |
| Mike Baker, Vice chair  | ODOT             | 957-3658     |
| John Vial for Rick Dyer | Jackson County   | 774-6118     |
| Rick Riker              | Grants Pass      | 479-7333     |
| Rob Brandes             | Josephine County | 474-5460     |
| Ryan Hess               | Rogue River      | 787-0212     |
| Valerie Lovelace, Chair | Grants Pass      | 479-0952     |
| Staff                   | Organization     | Phone Number |
| Karl Welzenbach         | RVCOG            | 423-1360     |
| Ryan MacLaren           | RVCOG            | 423-1338     |
| Interested Parties      | Organization     | Phone Number |
| Wade Elliot             | Grants Pass      | 450-6114     |
| Jason Canady            | Grants Pass      | 450-6110     |

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[MRMPO Policy Committee March 21, 2019 Agenda Packet](#)

Full meeting recording: [190321 MRMPO Policy Committee Meeting Audio](#)

**1. Call to Order / Introductions/ Review Agenda 00:00–01:13**

2:32 | *Quorum*: 5 voting members, regardless of jurisdiction

## **2. Review / Approve Minutes 01:14–01:42**

**01:25** | Mike Baker moved to approve the February 21, 2019 policy committee meeting minutes as presented. Seconded by Barry Eames.

*There was no further discussion.*

*The motion carried unanimously by voice vote.*

## ***Public Hearing***

## **3. 2018–2021 Transportation Improvement Program (TIP) Amendments 01:43–13:24**

TIP Amendment: *Region 3 ADA Scoping*

The Chair read the public hearing procedures and public comment rules.

A discussion on the background of the amendment ensued. No public comment was made. No committee comments were made. The chair closed the public comment and committee comment portion of the hearing.

**13:05** | John Vial made a motion that the policy committee approve the TIP Amendment: *Region 3 ADA Scoping*, as presented to the policy committee. Seconded by Mike Baker.

*No further discussion.*

*The motion passed unanimously by voice vote.*

## ***Discussion Items***

## **4. Review of UPWP 2019–2020 Draft 13:25–35:30**

## **5. Obligation Report Review 35:31–50:10**

## **6. Public Comment 50:11–50:19**

*No public comment was made.*

## ***Regular Updates***

## **~~7. Planning Update~~**

## **8. Other Business/Local Business 50:20–01:15:18**

## **9. Adjournment 3:47 p.m.**

|   |
|---|
| <p style="text-align: right;"><u><i>Scheduled Meetings</i></u></p> <p>MRMPO TAC   Thursday, April 4, 2019   1:30 pm<br/>MRMPO Policy Committee   Thursday, April 18, 2019   2:30 pm</p> |
|---|



MIDDLE ROGUE METROPOLITAN PLANNING ORGANIZATION

# UNIFIED PLANNING WORK PROGRAM

2019-2020

April 18, 2019

**MIDDLE ROGUE METROPOLITAN PLANNING ORGANIZATION**  
**REGIONAL TRANSPORTATION PLANNING**

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

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## **Resolution 2019-1**

### **Middle Rogue Metropolitan Planning Organization - Policy Committee Adoption of the FY 2019-20 Unified Planning Work Program**

**Whereas**, the Middle Rogue Metropolitan Planning Organization was formed in 2013 to coordinate transportation planning in the greater Grants Pass area.

**Whereas**, the Middle Rogue Metropolitan Planning Organization Policy Committee is a designated committee of the Rogue Valley Council of Governments.

**Whereas**, the Middle Rogue Metropolitan Planning Organization must prepare an annual Unified Planning Work Program (UPWP) that identifies program activities and expenditures.

**Whereas**, the Policy Committee oversees Transportation Planning Activities for the Middle Rogue Metropolitan Planning Organization.

**Whereas**, the Middle Rogue Metropolitan Planning Organization Policy Committee did review and comment on the UPWP for Fiscal Year 2019-20 on April 18, 2019.

**Whereas**, the MRMPO held a 30-day public comment period and public hearing to secure input and comment on the adoption of the FY 2019-20 UPWP.

#### **NOW THEREFORE, BE IT RESOLVED BY THE MIDDLE ROGUE METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE:**

That the attached MRMPO Fiscal Year 2019-20 Unified Planning Work Program is hereby adopted, and the Rogue Valley Council of Governments is hereby requested to prepare and submit the documents required to secure the funding identified in the UPWP for the MRMPO activities, and

That the RVCOG Resolution No. 2013-1 delegating responsibilities to the MRMPO for carrying out the federal transportation planning requirements under 23 USC Sec 134 and 49 USC Sec 5303 (UPWP Exhibit B) has been reviewed by the MRMPO Policy Committee and are affirmed as included in the UPWP.

**ADOPTED** by the Policy Committee of the Middle Rogue Metropolitan Planning Organization on the 18th day of April 2019.

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Valarie Lovelace  
MRMPO Policy Committee Chair

DRAFT



**Middle Rogue  
Metropolitan Planning  
Organization**

**Policy Committee**

|                  |                     |
|------------------|---------------------|
| Barry Eames      | City of Grants Pass |
| Dan DeYoung      | Josephine County    |
| Mike Baker       | ODOT                |
| Pete Newport     | City of Gold Hill   |
| Rick Dyer        | Jackson County      |
| Rick Riker       | City of Grants Pass |
| Ryan Hess        | City of Rogue River |
| Robert Brandes   | Josephine County    |
| Valerie Lovelace | City of Grants Pass |

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**Technical Advisory  
Committee**

|                           |                             |
|---------------------------|-----------------------------|
| John Vial                 | Jackson County              |
| Wade Elliott, Chair       | City of Grants Pass         |
| Neil Burgess              | Josephine County            |
| Dan Roberts               | ODOT                        |
| Ian Horlacher             | ODOT                        |
| Michael Bollweg           | City of Rogue River         |
| Josh LeBombard            | DLCD                        |
| Scott Chancey, Vice Chair | Josephine Community Transit |
| Dick Converse             | City of Gold Hill           |
| Jason Canady              | City of Grants Pass         |

*Non-voting Members:*

|               |                 |
|---------------|-----------------|
| FHWA          | Jasmine Harris  |
| MRMPO (staff) | Karl Welzenbach |

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**Adopted by the MRMPO Policy Committee**

**April 18, 2019**

**Grants Pass, OR**

## **MRMPO Staff**

### *RVCOG Planning & Community Development Program*

Karl Welzenbach  
Ryan MacLaren

Dick Converse  
Nikki Hart-Brinkley

Rebecca Swanz  
Ryan Nolan

### *Administration*

Michael Cavallaro, Rogue Valley Council of Governments, Executive Director

### *Published by:*

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*This document and other MRMPO plans, reports and committee materials are available from RVCOG office and online at [www.mrmppo.org](http://www.mrmppo.org)*

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## **The Middle Rogue Metropolitan Planning Organization Unified Planning Work Program Fiscal Year 2019-20**

### **Purpose of Federal Metropolitan Planning**

To improve regional transportation planning and give communities a stronger voice in addressing transportation concerns while avoiding duplication of planning efforts, the U.S. Department of Transportation (USDOT) has established policy guidelines to: 1) integrate modal planning at the metropolitan level; 2) achieve intermodal planning and coordination, and 3) relate these activities to comprehensive planning. The current transportation act: Fixing America's Surface Transportation (FAST), signed in 2015, includes the following planning elements that should be considered by the MPO's planning process:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility options available to people and for freight;
5. Protect and enhance the environment, promote energy conservation, and improve quality of life;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve transportation system resiliency and reliability;
10. Reduce (or mitigate) the storm-water impacts of surface transportation; and
11. Enhance travel and tourism.

Pursuant to federal, state and local guidance, the Middle Rogue Metropolitan Planning Organization's (MRMPO) 2019-20 UPWP identifies all transportation and related planning activities that will be undertaken by the MRMPO during the project year from July 1, 2019, to June 30, 2020. The work program was developed to serve these specific objectives:

1. Define work activities to meet the needs of local, state, and federal agencies in accordance with applicable transportation requirements;
2. Identify funding sources for work to be completed;
3. Coordinate work activities and relationships (both internal and external); and
4. Promote the wise use of public resources through sound decision-making and interagency coordination.

### **2019-2020 UPWP Overview**

The Unified Planning Work Program (UPWP) is adopted by the MRMPO Policy Committee and incorporates all transportation planning and supporting comprehensive planning activities in the Grants Pass Metropolitan Area by the Middle Rogue Metropolitan Planning Organization during the state fiscal year 2020<sup>1</sup> and serves as a means to satisfy 23 *CFR* 450.308. It identifies work

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<sup>1</sup> The State of Oregon fiscal year runs from July 1<sup>st</sup> to June 30<sup>th</sup> and is the functional year for the UPWP. It is numbered according to its second half i.e. the year beginning July 1, 2019 is numbered FY 2020. The MRMPO fiscal year is the same. The federal fiscal year 2019 begins October 1, 2019, and runs through September 30, 2020.

proposed by major activity and task and includes summary details about expected products. Funding for all projects is identified. The UPWP is intended to provide a framework for the coordination of transportation planning efforts for and within the region. It may be amended by the Policy Committee as needed to reflect changes in work tasks and funding. The amendment process is similar to the adoption process, in that public and agency comment is sought and a public hearing held prior to Policy Committee action.

This plan consists of three parts: Part I, Tasks 1 through 5, represent the federally mandated and federally funded portion of the program to be fulfilled by the MRMPO, plus state and locally funded work to fulfill state as well as federal requirements; and Part II, task 6, which details additional work that is not federally mandated and is funded by other sources. Part III covers ODOT planning projects within the MRMPO planning area that the agency expects to occur during the fiscal year.

### **Role of Rogue Valley Council of Governments (RVCOG)**

RVCOG is an association of local governments that provides a forum for coordinated problem solving and regional planning for Jackson and Josephine Counties. Membership in RVCOG is strictly voluntary; the COG has received active participation from local jurisdictions in the Jackson/Josephine region for many years. RVCOG's mission is *"to be a catalyst to promote quality of life, effective and efficient services, and leadership in regional communication, cooperation, planning and action in Southern Oregon."*

The UPWP builds upon the RVCOG's mission by linking regional land use concerns, transportation priorities, transit opportunities, environmental concerns, and economic development; to enhance the quality of life in the region. Transportation planning in Southern Oregon is a multi-jurisdictional and multi-faceted process that defines the best vision and planning mechanism for the region. RVCOG addresses the needs of both the local agencies and those specifically related to the MRMPO geographic area. Another area of particular interest for the RVCOG and its Transportation Planning Program in the two county area include staff support for the Rogue Valley Area Commission on Transportation (RVACT).

### **Organizational Structure of MRMPO**

On March 20, 2013, the Governor of Oregon designated the Rogue Valley Council of Governments (RVCOG) as the MPO for the Grants Pass Urbanized Area. On March 27, 2013, the RVCOG Board of Directors delegated the responsibility of conducting continuing, cooperative and comprehensive transportation planning for the Grants Pass Urbanized Area to the Middle Rogue Metropolitan Planning Organization (MRMPO) Policy Committee. As designated, the MRMPO includes the cities of Gold Hill, Grants Pass, Rogue River, and adjacent parts of Jackson and Josephine Counties which are within the planning boundary.

The MRMPO planning boundary and Air Quality Maintenance Areas (AQMAs) are shown on the planning area map, Appendix A. Federal and state legislation for MPOs can generally be summarized as follows:

- Develop and maintain a long-range Regional Transportation Plan (RTP).
- Develop and maintain a short-range project programming document, the Transportation Improvement Program (TIP).

- Coordinate transportation decisions among local jurisdictions, state agencies, and area transit operators.
- Develop an annual work program (UPWP).

Additionally, due to local circumstances, MRMPO has responsibility under the Clean Air Act (and corresponding state law) for the following:

- Demonstrate regional transportation conformity for carbon monoxide (CO) and particulate matter (PM<sub>10</sub>).

The Rogue Valley Council of Governments staffs the MRMPO. The MRMPO Policy Committee makes final MRMPO planning decisions. It is composed of elected and appointed officials from Gold Hill, Grants Pass, Jackson County, Josephine County, Rogue River and ODOT. The Policy Committee considers public comment and recommendations from the Technical Advisory Committee (TAC).

The TAC is primarily made up of technical staff from the public works and planning departments of member jurisdictions, local agencies and state planning officials. Because of their technical expertise, TAC members are mostly involved with the transportation planning process. TAC advises the Policy Committee on technical transportation issues and reviews all of the transportation documents presented to the Policy Committee.

The TAC also receives public comment. In addition to the TAC, the Policy Committee from time to time authorizes the formation of ad hoc committees to provide input on specific planning issues and projects.

### **Other Regional Transportation Planning Organizations**

Other committees and boards within the MRMPO planning area also address regional transportation issues. Those panels typically consult with the MRMPO and keep the MRMPO informed of their activities. They include:

- **Rogue Valley Area Commission on Transportation (RVACT)**

RVACT is composed of officials from jurisdictions within Jackson and Josephine County. The primary mission of RVACT is to advise the Oregon Transportation Commission (OTC) on state transportation investments in Jackson and Josephine counties.

- **Rogue Valley Metropolitan Planning Organization (RVMPO)**

The RVMPO was formed in 1982. Member jurisdictions include; Ashland, Talent, Jacksonville, Central Point, Medford, Phoenix, Eagle Point, Jackson County, the Oregon Department of Transportation, and the Rogue Valley Transportation District. RVCOG also staffs the RVMPO.

### **MRMPO Agreements**

Agreements in force among the participating agencies relative to the metropolitan transportation planning process include:



- [ODOT IGA # 29044](#), dated March 6, 2013, establishing the Middle Rogue Metropolitan Planning Organization;
- March 20, 2013, [concurrence letter from the Governor](#) on designation of the Middle Rogue Metropolitan Planning Organization;
- RVCOG Board of Directors, [Resolution #2013-1 – To Delegate MRMPO Decision-Making Authority to MRMPO Policy Committee dated March 27, 2013](#);
- [ODOT IGA # 32750](#), ODOT/MPO/Transit Operator Agreement for Financial Plans and Obligated Project Lists between MRMPO, Josephine County and Josephine Community Transit executed on May 17, 2018 and defines roles and responsibilities for transportation planning required by the Code of Federal Regulation (CFR), Chapter 23, Section 450.314.
- Annual planning funds agreement between ODOT and RVCOG.

### **Regional Transportation Priorities for Fiscal Year 2019-20**

Top priorities include maintaining and amending, as necessary, the 2018-2021 Transportation Improvement Program (TIP) and Air Quality Conformity Determination (AQCD). MRMPO will track rulemaking and other developments relating to the FAST Act.

Specific major work products include:

- Maintain 2018-2021 Transportation Improvement Program
- Continue development of 2021-2024 Transportation Improvement Program
- Continue development of update to Regional Transportation Plan
- Data collection/analysis for addressing future travel demand, transit demand, land use and Title VI/Environmental Justice.
- Jurisdiction planning assistance
- RVACT coordination
- Ongoing coordination with Josephine County Transit

### **Status of Core MRMPO Planning Documents**

The table below lists the core work products of the MRMPO, the adoption date, planning horizon and the time when the next update is due. Generally, ODOT updates the STIP every two years and has set the next update by April 2020.

**Table of Core Documents**

| Item                                    | Date Adopted   | Time Span  | Update Due  |
|---|----------------|------------|-------------|
| 2015-2040 Regional Transportation Plan  | March 17, 2016 | Four Years | March 2020  |
| Air Quality Conformity Determination    | March 17, 2016 | Four Years | March 2020  |
| 2019-2020 Unified Planning Work Program | April 19, 2018 | One Year   | April, 2019 |
| 2018-21 TIP                             | March 17, 2017 | Two Years  | March 2020  |
| Annual Self-Certification               | May 21, 2018   | Two Years  | March, 2020 |
| MRMPO Public Participation Plan         | July 2018      | Two Years  | July 2020   |
| MRMPO Title VI / EJ Plan                | July 2018      | Two Years  | July 2020   |

Timing of the RTP update is determined by the timing of USDOT's Air Quality Conformity Determination (AQCD) on the current plan. Such determinations in air quality attainment and



maintenance areas such as Grants Pass for carbon monoxide and for PM<sub>10</sub> must be made every four years, based on updated planning assumptions for a 20-year horizon. The 2015-2040 RTP and AQCD were adopted by the Policy Committee on March 17, 2016.

The RTP is amended to include new projects, reflect changes in project funding and other reasons as considered appropriate by the Policy Committee. It can be updated provided the MRMPO conducts public outreach on the amendment, advertising a 21-day public comment period and the Policy Committee conducts a public hearing and votes to approve the change. The RTP must maintain conformity with the state and federal air quality conformity requirements, including the State Implementation Plans for carbon monoxide in the Grants Pass area and particulates (10 microns and smaller) in the entire planning area. The 2015-40 RTP conforms to both federal and state transportation requirements.

### **Summary of Projected Deliverables and Products in the 2019-20 UPWP**

This section presents an outline of the organization UPWP work tasks, noting some key activities and projected deliverables. Tasks, activities and funding are described in detail in Part 1-MRMPO Functions, following these introductory sections.

The core MRMPO planning functions are presented in five major task sections, with specific deliverables and activities attached to each:

**Task 1.0 Program Management/Administration** – Record-keeping and information retrieval, training, participation in regional planning activities, and support for MRMPO's standing committees occur within this task. Other activities and deliverables include:

- Public Participation Activities (as described in draft MRMPO Public Participation Plan) including maintaining website [www.mrmppo.org](http://www.mrmppo.org)
- Organize files and library materials, including records of monthly Policy Committee and Technical Advisory Committee meetings
- Semi-annual activity reports
- UPWP updates and draft and final 2020-21 document
- Self-Certification

**Task 2.0 Short Range Planning** – Activities associated with project programming, including all air quality conformity obligations occur within this task. Specifically:

- Annual listing of obligated projects
- Coordination and management of CMAQ and STP funding and project selection
- Maintain for 2018-2021 TIP, including participating in statewide STIP/TIP coordinators meetings.
- Development of 2021-2024 TIP
- Provide technical and planning assistance to and coordination with local jurisdictions and agencies
- Staying up to date on changing conformity rules and related air quality concerns.
- Implementation of Federal Performance measures and other coordination efforts with our state and federal partners as needed

**Task 3.0 Long Range Planning** – Maintaining the Regional Transportation Plan, including:

- Continue update of Regional Transportation Plan

- Ongoing coordination with the RVMPO on intelligent transportation system (ITS) planning

**Task 4.0 Data Collection/Analysis** – Specific continuing tasks related to data base maintenance and analysis, including:

- Title VI & Environmental Justice planning and compliance report
- Maintenance of GIS maps and data
- Travel demand modeling, model maintenance and improvement
- Application of Oregon Household Activity Survey and Census/Survey data in transportation planning

**Task 5.0 Transit** – Continue coordination with Josephine Community Transit and assist with development of Safety and Security Plan. Assist with JCT ridership survey.

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## Summary of Projected FY 2019-20 Funding Allocation

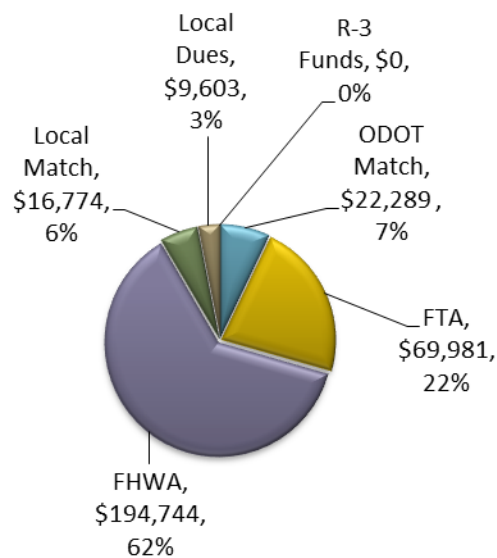
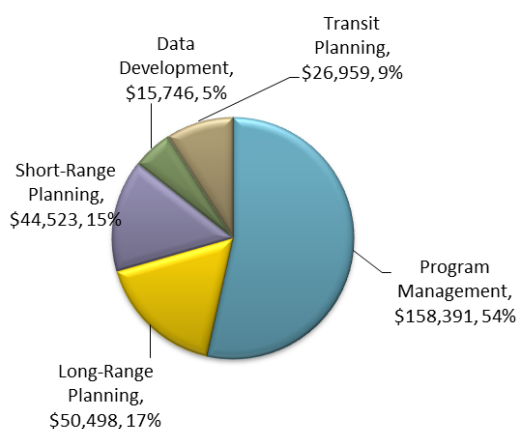
Figure 1, below, summarizes how anticipated resources will be allocated among the major tasks described above. MRMPO planning activities are anticipated to be funded with a total of \$313,391 in federal, state, in-kind match, and local funds. A summary of funding sources appears in Figure 2, below. Program management, short-range planning and long-range planning projects will take the largest share of funds. A summary budget breakdown by all work tasks and sub-tasks is on page 23, following the detailed task descriptions in Part I.

## Funding for MRMPO Planning

The MRMPO's planning program funded by federal, state, local match and dues is expected to total \$313,391 (see Figure 1). Figure 2 below, shows those planning areas amongst which the funds are being allocated by the MRMPO in the coming fiscal year, and their proportion of total revenue.

**Figure 2: Allocation of MRMPO Resources**

**Figure 1: MRMPO Funding, FY 2020**



The largest funding source is FHWA, which provides MPO Planning Funds through ODOT to the MRMPO by formula that consists of 89.73% federal funds with a 10.27% local match required. ODOT has traditionally met the full local match requirements with state planning funds. Other resources are FTA 5303 funds, also through ODOT, for metropolitan planning related to transit (requiring a 10.27 percent local match), and MRMPO member dues. A summary of how funds are to be distributed among the various MRMPO planning tasks is on page 23. Funding commitments are formalized through specific IGAs with ODOT. The MRMPO and its subcontractors (if any) will carry out the tasks described in this UPWP.

MRMPO is dependent on USDOT funding for UPWP activities. For this work program, federal sources provide about 76 percent of MRMPO funding. Local match for FTA funds has been provided by the Josephine County Transit and MPO dues pay for Policy Committee political activities (travel, support) and some general project expenses – primarily public involvement and website support.

In addition to funding described above, MRMPO relies on travel demand modeling services provided by ODOT's Transportation Planning Analysis Unit. TPAU provides modeling services, and maintains and updates the model for the MRMPO. RVCOG does not have the ability to maintain and run the travel demand model.

### **The UPWP, Title VI and Environmental Justice**

The MRMPO recognizes that environmental justice must be considered in all phases of planning. Although Environmental Justice concerns are frequently raised during project development, Title VI applies equally to the plans, programs and activities the MRMPO undertakes.

The MRMPO UPWP integrates Environmental Justice considerations and Title VI requirements through the Public Participation Plan and UPWP work tasks. The Public Participation Plan contains strategies to reach minority and low-income groups. The MRMPO developed and adopted an Environmental Justice Plan in FY2015 along with a Title VI discrimination complaint procedure as part of the Environmental Justice Plan. The MRMPO also completed an annual Title VI/Environmental Justice report and submitted it to ODOT.

Environmental justice is considered as MRMPO selects projects to receive discretionary funds (Congestion Mitigation and Air Quality and Surface Transportation Block Grant Program). Target populations living in the vicinity of a proposed project are identified through Census data. Environmental Justice Plan maps are consulted to assess project impact on target populations. Resulting funding decisions are incorporated into the TIP. Projects located in the identified EJ areas are given additional points that are added to the overall scoring of the project which may help the project receive a higher ranking on the project priority list. Resulting funding decisions were incorporated into the 2018-2021 TIP.

The next update of data related to environmental justice will be performed in 2021. Through this effort MRMPO expects to strengthen analytical capability, and enhance capacity to assess impacts to minority and low-income populations.

The MRMPO's Public Participation Program is an integral part of the regional transportation planning process. The USDOT Order (5610.2) on Environmental Justice specifies that minority populations and low-income populations be provided with greater access to information on, and opportunities for public participation in transportation decision-making. The MRMPO has public-involvement policies and procedures that provide for consideration of Environmental Justice. These policies and procedures provide an inclusive, representative, and equal opportunity for two-way communication.

## PART I - MRMPO Functions

### Task 1.0 Program Management/Administration

**Budget:** \$158,391

**Funding Source:** FHWA MPO Planning Funds, \$107,109  
ODOT Match for FHWA-PL funds, \$12,259  
FTA 5303 Metropolitan Planning Funds, \$29,420  
In-Kind Match, \$0  
MRMPO Dues, \$9,656

**Description:** This task involves the coordination of all MPO activities necessary for day-to-day operations such as; program oversight, coordination of the Policy Committee and Technical Advisory Committee, public participation, and MRMPO participation in statewide planning efforts. Also included are organizational activities that provide for in-house program management, financial accounting, and informational updates for MRMPO committees, member jurisdictions, agencies and the public. Day-to-day activities such as purchases of materials and services, staff management and training are also included here.

Per Federal laws and policies, MPOs are prohibited from lobbying with Federal Funds. In order to permit comments by the MRMPO to legislators on relevant transportation legislation and policies, MPO dues are used. These activities are more fully described in Subtask 1.1 (i) below.

**Objective:** *Produce a well-defined planning and operational process that is deliberate, regional in scope, and is cooperative, coordinated and continuing.*

Agencies to Coordinate: MRMPO member jurisdictions and associated agencies, ODOT, DEQ, DLCD, and USDOT (FHWA and FTA)

#### **Subtask 1.1** *Office and Personnel Management; Fiscal and Grant Administration*

**Work Task Budget:** \$131,784

***FHWA MPO Planning Funds, \$87,635***

***ODOT Match for FHWA-PL funds, \$10,030***

***FTA 5303 Metropolitan Planning Funds, \$24,516***

***In-Kind Match, \$0***

***MRMPO Dues, \$9,603***

A large percentage of the MPO management and staff time is spent on tasks relating to program oversight and fulfilling the administrative requirements of government grants. Many tasks not specifically identified below fall into this subtask, including responding to requests for a variety of MRMPO data and files.

Tasks also include preparation and maintaining records for the Policy and technical advisory committee, and formation and management of other committees and work groups as necessary, and all costs associated with MRMPO meetings. This portion of the UPWP includes budget line

items such as budget audit, staff travel and training, training needs analyses, and memberships in professional organizations. Work items include contract and records management, monthly review of expenditures, personnel and team management, needs analyses for future project work areas, Interagency Agreement review, etc. These activities are ongoing. Each work item is listed below with descriptions provided for select work items. MRMPO compliance with any USDOT rulemaking for the FAST Act would be addressed at least initially in this task.

a) **Personnel Team Management**

*Deliverables:* Self-directed work teams, job performance reviews, and trained, competent staff

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

b) **Budget / Expenditures / Grant Research & Writing**

*Deliverables:* Timesheets (RVCOG), UPWP Activity Reports, and Monitoring Materials, Grant Matching Funds, and Services Expenditures

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

c) **Interagency Agreement Review**

- UPWP Intergovernmental Agreement (May)

*Deliverables:* Updated/Finalized agreements, project-level agreements on cooperation

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG; *Supporting Agencies:* ODOT

d) **Training and Conferences**

*Deliverables:* Attendance at appropriate seminars, conferences and training sessions.

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

e) **Meeting Preparation**

*Deliverables:* Meeting materials, Policy Committee, TAC

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

f) **Operations**

*Deliverables:* Day-to-day departmental operations, performing work tasks and other duties as assigned. Resulting in an efficiently operated and well-managed MPO.

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

g) **Data/Information Requests**

Jurisdictions within the MPO frequently request specific transportation data. This task is included because a considerable amount of time can be spent fulfilling requests. Information requests can be in the form of creating GIS maps, attending meetings, providing information on planning topics and TPR requirements, and providing technical assistance (operations analysis, modeling assistance, etc.).

*Deliverables:* Completed information requests

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

h) **Records Management**

*Deliverables:*

- Organized hard files
- Organized computer files
- Organized library materials
- Website Maintenance

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

i) **MRMPO Policy Committee Travel; Association Dues**

Policy Committee Chair and other members participate in state, regional and national boards including the Oregon MPO Consortium and the Association of Metropolitan Planning Organizations. Participation is considered important and necessary to furthering regional planning goals. A portion of MRMPO dues totaling \$9,603 is dedicated to this activity. These funds also are used to pay dues to organizations such as the Association of Metropolitan Planning Organizations (AMPO). Staff support for these activities also is funded in this task.

*Deliverables:* Regional policy-makers participation in state, regional and national organizations and events.

Membership in organizations as authorized by the Policy Committee

*Timeframe:* As required, July – June

*Lead Agency:* RVCOG; *Supporting Agencies:* OMPOC, AMPO, NARC, State & Federal Legislators

**Subtask 1.2 UPWP Development and Management Process**

**Work Task Budget: \$5,430**

***FHWA MPO Planning Funds, \$3,895***

***ODOT Match for FHWA-PL funds, \$446***

***FTA 5303 Metropolitan Planning Funds, \$1,090***

***In-Kind Match, \$0***

The UPWP is an annual work program that outlines MPO planning activities. Its adoption every year (or optional every two years) is required by Federal law. Its implementation is monitored by the funding agencies (USDOT and ODOT). It is a "unified" program that includes all transportation planning activities that are taking place within the MRMPO geographic planning



boundary (Exhibit A). It is written and developed by MRMPO staff and reviewed, amended and adopted by the MRMPO Policy Committee. Subtasks will be monitored to assess progress. Progress information is provided as reports and proposals for action to the Policy Committee and technical advisory committee. Summary progress reports are provided to ODOT as part of the semi-annual reporting process.

Deliverables associated with this subtask include an adopted UPWP and monthly time sheets with task and subtask tracking.

Amendments to the UPWP are required when there is a change to either the work program, an addition to the work program and a budget revision resulting in changes to the work program. The MRMPO Policy Committee must approve all amendments to the UPWP.

a) **Semi-Annual and Annual Reports**

*Deliverables:* Semi-annual and annual reports, quarterly meeting with USDOT and ODOT (as needed)

*Timeframe:* Every 6 months

*Lead Agency:* RVCOG; *Supporting Agencies:* ODOT, USDOT

b) **Daily MRMPO Task Tracking**

*Deliverables:* Monthly task/subtask timesheets

*Timeframe:* Monthly July – June

*Lead Agency:* RVCOG

c) **UPWP Development**

*Deliverables:* 2020-21 UPWP document

*Timeframe:* Draft in February; Adoption by April

*Lead Agency:* RVCOG; *Supporting Agencies:* ODOT, USDOT

**Subtask 1.3** *Public Education and Participation*

**Work Task Budget: \$3,260**

***FHWA MPO Planning Funds, \$1,947***

***ODOT Match for FHWA-PL funds, \$223***

***FTA 5303 Metropolitan Planning Funds, \$1,090***

***In-Kind Match, \$0***

The MRMPO recognizes the importance and need for providing an active public involvement process, which supplies complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in all MRMPO planning and program activities. The purpose of this work element is to improve, strengthen and fulfill all these needs. A good public participation program includes public education, public involvement and public relations. The MRMPO updated its Public Participation Plan in FY 2019.



a) **Implementation of Public Participation Plan**

The FAST Act calls for a “proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and support early and continuing involvement of the public in developing plans.” In FY 2019, the MRMPO updated a *Public Participation Plan*. Under this plan, the MRMPO seeks to increase opportunities for all segments of the community, including low-income, minority and disabled citizens, to participate in the metropolitan planning process. Implementation includes efforts to develop new visualization techniques for TIP project selection including greater use of photographs in discussion of site locations and conditions, and posting on the web all applications and descriptive materials, and evaluation criteria and procedures. All applicants for MRMPO discretionary funds are asked to make presentations with visuals to the MRMPO’s committees. Presentation materials are posted on the MRMPO website. In FY 2016, the MRMPO developed a virtual open house for the public along with an interactive project map. This use of the web represents an investment in expanded public involvement that will continue in FY2019. Public participation at the virtual open houses can be tracked (number of site visits and comments received) to determine its effectiveness. Spanish translation services are available to the public upon 24 hour notice to the MPO.

*Deliverables:*

- Ongoing implementation of the MRMPO Public Participation Plan.
- Fact sheets, project progress reports, newsletters, new visualization techniques and up-to-date website, and other activities as identified.

*Timeframe:* Ongoing July to June

*Lead Agency:* RVCOG; *Supporting Agencies:* ODOT, USDOT

## Task 2.0 Short Range Planning

**Budget:** \$44,523

**Funding Source:** FHWA MPO Planning Funds, \$33,106  
 ODOT Match for FHWA-PL funds, \$3,789  
 FTA 5303 Metropolitan Planning Funds, \$7,627  
 In-Kind Match, \$0

**Description:** This task relates to near term activities such as federal Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality (CMAQ) project prioritization and programming, air quality conformity activities, maintenance and update of the Metropolitan Transportation Improvement Program, which is a financially-constrained list of transportation improvements for the MRMPO area, and development of the annual list of obligated projects.

**Objective:** *Undertake activities associated with short-term project programming within a five-year horizon.*

Agencies to Coordinate: MRMPO member jurisdictions and agencies, ODOT, DEQ, DLCD, and USDOT

**Subtask 2.1** *Transportation Improvement Program (TIP); Annual Projects Listing*

**Work Task Budget: \$17,916**

***FHWA MPO Planning Funds \$13,632***

***ODOT Match for FHWA-PL funds \$1,560***

***FTA 5303 Metropolitan Planning Funds, \$2,724***

***In-Kind Match, \$0***

Maintenance of the 2018-21 TIP is the main element in this. Development of the 2021-2024 TIP will be a priority during this fiscal year. Also, staff will develop and publish the Annual Listing of Obligated Projects. MRMPO coordinates with member jurisdictions and state and federal agencies to keep the program current and develop the annual obligations report. TIP amendments generally are initiated by sponsoring agencies. Amendments are reviewed by the public and the TAC. The TAC forwards recommendations to the Policy Committee, which is responsible for approving the TIP and any changes to it (beyond minor, “administrative modifications,” which the MRMPO TIP manager is authorized to make under 23 CFR 450 to address project changes such as phase costs and minor shifts in fund sources). All amendments are forwarded to the ODOT STIP coordinator. MRMPO coordinates the amendment process so member jurisdictions will be aware of the progress of projects. Example of instances that trigger the amendment process include re-scheduling CMAQ and STP projects, Federal Transit Administration fund changes, and project costs or other scheduling changes.

In some instances, TIP amendments can trigger requirements for a new air quality conformity determination. Conformity activities will be determined through interagency consultation conducted by MRMPO (see Task 2.2: Air Quality Conformity for details). Consultation occurs on all full TIP amendments.

*Deliverables:*

- Annual Listing and Status of Federally-funded projects
- TIP and Amendments - Ongoing July – June
- Obligated Funds Report – December 2019

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG; *Supporting Agencies:* ODOT, MRMPO member jurisdictions

**Subtask 2.2** *Air Quality Conformity/SIP Implementation*

**Work Task Budget: \$2,715**

***FHWA MPO Planning Funds, \$1,947***

***ODOT Match for FHWA-PL funds, \$223***

***FTA 5303 Metropolitan Planning Funds, \$545***

***In-Kind Match, \$0***

Air quality conformity determinations are a required component of the RTP and TIP and all

amendments that expand vehicular capacity (non-exempt projects). The MRMPO will prepare air quality conformity determinations as needed to respond to plan and program amendments.

A PM<sub>10</sub> State Implementation Plan (SIP) is in place for the Grants Pass UGB area, setting a regional emissions budget for on-road sources. A Carbon Monoxide SIP is in place in the Central Business District (downtown area) in Grants Pass, which sets a Carbon Monoxide (CO) emissions budget for Grants Pass on-road source emissions. On September 28, 2015, the Environmental Protection Agency (EPA) approved PM<sub>10</sub> and CO Limited Maintenance Plans (LMPs) for Grants Pass, submitted by the State of Oregon on April 22, 2015 as a revision to its State Implementation Plans (SIPs). In accordance with the requirements of the Clean Air Act (CAA), the EPA approved the SIP revisions because they demonstrate that Grants Pass will continue to meet the PM<sub>10</sub> and the CO National Ambient Air Quality Standards (NAAQS) for a second 10-year period beyond re-designation, through 2025.

The benefit of having LMPs in place is that a regional emissions analysis will not be required, which will save the MRMPO a considerable amount of time and funding to demonstrate transportation conformity on future Regional Transportation Plans (RTPs) and Transportation Improvement Program (TIPs). Funding that was allocated – in the past - to air quality emissions modeling will be re-allocated to updating and maintaining the TIP and RTP.

The MRMPO will continue to coordinate with DEQ, ODOT, EPA, FTA and USDOT to maintain transportation conformity status, including any coordination and consultation necessary.

As a related air quality issue, but not currently part of MRMPO's conformity process, MRMPO will continue monitoring and coordinating on ozone and PM<sub>2.5</sub> standards.

**a) TIP / RTP Conformity Document**

*Deliverables:* Air Quality Conformity Determination documents acceptable to USDOT.

*Timeframe:* December through June

*Lead Agency:* RVCOG; *Supporting Agencies:* DEQ, ODOT, EPA, FHWA and FTA

**b) Interagency Consultation**

*Deliverables:* Coordination with DEQ, ODOT, EPA, FHWA and FTA on conformity issues; Conformity consultation, training, reporting.

*Timeframe:* July - June as needed

*Lead Agency:* RVCOG; *Supporting Agencies:* DEQ, ODOT, EPA, FHWA and FTA

**Subtask 2.3 Local Jurisdiction Coordination & Technical Assistance**

**Work Task Budget: \$2,715**

***FHWA MPO Planning Funds, \$1,947***

***ODOT Match for FHWA-PL funds, \$223***

***FTA 5303 Metropolitan Planning Funds, \$545***

***In-Kind Match, \$0***

In an effort to provide and ensure a continuing, cooperative and comprehensive planning process resulting in plans that are consistent with other transportation planning activities in the Middle Rogue MPO planning area. MRMPO staff will provide technical assistance to member jurisdictions as requested by supplying data, participating in committees, providing GIS services, and helping the agencies in their efforts to be consistent with the RTP.

A secondary objective of this element is to ensure consistency between the RTP and local plans such as TSPs, and to maximize the efficiency of the transportation system by helping communities integrate transportation and land use planning principles. Duplication of effort can also be minimized through communication and coordination provided in this task. Below is the status of MPO jurisdiction TSP's.

- Grants Pass – TSP update began in FY 2018 and expected to be completed by 2020
- Josephine County – TSP updated in 2004. The most recent update began in FY 2018
- Rogue River – Update began in FY 2017 and expected to be complete by June of 2019.

MRMPO staff will participate on local TSP technical advisory committees to ensure that the work is coordinated and consistent with the RTP.

*Deliverables:* Provision of technical assistance, as needed/requested.

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG; *Supporting Agencies:* ODOT, MRMPO member jurisdictions

**Subtask 2.4** *Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality (CMAQ) Program Funds Management*

**Work Task Budget: \$8,145**

***FHWA MPO Planning Funds, \$5,842***

***ODOT Match for FHWA-PL funds, \$669***

***FTA 5303 Metropolitan Planning Funds, \$1,634***

***In-Kind Match, \$0***

Subtask consists of maintaining regular accounting of fund balances, staying current on fund rules and eligibility, participating statewide in allocation of funds. The TAC will determine if changes to the project selection criteria and application materials are necessary as part of the next discretionary funding project selection process. Staff will facilitate the process.

Also, funds programmed in the current TIP will be monitored. MRMPO coordinates with ODOT to track fund balances. Subsequent changes to projects through FY 2020 will need to be tracked to maintain fund balances to ensure that funds are programmed appropriately. Administrative duties will be performed as needed. MRMPO participation in statewide discussion of funding allocations is part of this subtask. The RVMPO will continue to work with ODOT to ensure CMAQ project eligibility and also ensure the completion of USDOT CMAQ annual reports which require a description of the qualitative and quantitative benefits of CMAQ projects.

*Deliverables:*

- Administration of STBG and CMAQ funds

*Timeframe:* Ongoing July - June

*Lead Agency:* RVCOG; *Supporting Agencies:* MRMPO member jurisdictions

**Subtask 2.5** *Performance Measures Implementation and State and Federal Partner Coordination*

**Work Task Budget: \$13,031**

***FHWA MPO Planning Funds, \$9,737***

***ODOT Match for FHWA-PL funds, \$1,114***

***FTA 5303 Metropolitan Planning Funds, \$2,179***

***In-Kind Match, \$0***

Subtask consists of implementing Federal Performance Measures as they come online. This effort will require coordination with our state and federal partners. Part of these efforts will be undertaken under subtask 2.4 as we review and revise our project selection criteria. This subtask is aimed at tracking ongoing legislation and its possible impacts on MPO operations.

*Deliverables:*

- Implementation of Federal Performance Measures.
- Updating and maintaining necessary data bases and reports.

*Timeframe:* Ongoing July - June

*Lead Agency:* RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, USDOT

**Task 3.0 Long Range Planning**

**Budget:** \$50,498

**Funding Source:** FHWA MPO Planning Funds, \$37,001  
ODOT Match for FHWA-PL funds, \$4,235  
FTA 5303 Metropolitan Planning Funds, \$9,262  
In-Kind Match, \$0

**Description:** The MRMPO adopted the 2015 – 2040 RTP on March 17, 2016 to conform to federal transportation planning requirements as set forth in The FAST Act, the Oregon Transportation Plan, Oregon Highway Plan, and other statewide modal plans, and the Oregon Transportation Planning Rule for urbanized metropolitan planning organizations. Additionally, MRMPO will continue participating in committees, conducting research and other work to be ready to comply with anticipated state and/or federal requirements for long-range performance measures and greenhouse gas emission reductions. More details pertaining to public participation efforts in the next RTP update, safety planning and transit needs are discussed in the relevant subtasks below.

**Objective:** *To complete the work necessary to maintain the 2015-2040 RTP that meets both federal and state transportation planning requirements under The FAST Act and the 3C Planning process and planning factors.*

Lead Agency: MRMPO; Agencies to Coordinate: MRMPO member jurisdictions, ODOT, DEQ, DLCD, and USDOT

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

**Work Task Budget: \$3,260**

***FHWA MPO Planning Funds, \$1,947***

***ODOT Match for FHWA-PL funds, \$223***

***FTA 5303 Metropolitan Planning Funds, \$1,090***

***In-Kind Match, \$0***

The Rogue Valley Regional ITS Plan for the MRMPO and the RVMPO was completed in April 2017. This goal of this Subtask 3.1 is to complete the different tasks associated with work plan for the project. This will be a stand-alone plan and referenced in the RTP. The MPO will prioritize projects identified in the ITS Plan to be included in the TIP and RTP during update cycles or as needed per the amendment process.

*Deliverables:* Completed ITS work plan tasks

*Timeframe:* Ongoing July - October

*Lead Agency:* RVCOG; *Supporting Agencies:* MRMPO member jurisdictions

**Subtask 3.2** *RTP Maintenance & Development*

**Work Task Budget: \$47,238**

***FHWA MPO Planning Funds, \$35,054***

***ODOT Match for FHWA-PL funds, \$4,013***

***FTA 5303 Metropolitan Planning Funds, \$8,172***

***In-Kind Match, \$0***

The Regional Transportation Plan (RTP) for the Middle Rogue Metropolitan Planning Organization is anticipated was adopted in March 2016. While maintaining the existing plan it is also time to begin the development of the Update which is to be adopted in calendar year 2020.

*Deliverables:*

- RTP Amendments as needed
- Continue to develop the 2020-2045 RTP for adoption by March of 2020

*Timeframe:* Ongoing July - June

*Lead Agency:* RVCOG; *Supporting Agencies:* MRMPO member jurisdictions

## **4.0 Data Collection/Analysis**

**Budget:** \$17,380

**Funding Source:** FHWA MPO Planning Funds, \$11,685

**ODOT Match for FHWA-PL funds, \$1,337**

**FTA 5303 Metropolitan Planning Funds, \$4,358**

**In-Kind Match, \$0**



**Description:** This work task involves the collection and analysis of data in support of all regional transportation planning studies and associated planning undertaken by MRMPO. It includes support for MRMPO's ongoing collaboration with ODOT Transportation Planning and Analysis Unit (TPAU) on the regional travel demand model. This task will also support data collection for an update of Environmental Justice and Title VI Plan in FY 2021.

**Objective:** *Data collection and analysis will be helpful in identifying and addressing Title VI and Environmental Justice considerations as well as contribute to other planning efforts.*

**Agencies to Coordinate:** MRMPO and funding agencies, ODOT, DEQ, DLCD, and USDOT.

**Subtask 4.1** *Research and Analysis Program; Travel Demand Model Support & Development*

**Work Task Budget: \$11,950**

***FHWA MPO Planning Funds, \$7,790***

***ODOT Match for FHWA-PL funds, \$892***

***FTA 5303 Metropolitan Planning Funds, \$3,269***

***In-Kind Match, \$0***

This task will work to strengthen analysis capacity within the MRMPO. It will address improvements to the region's travel demand model.

TPAU originally built and now runs the Grants Pass, Oregon Small Urban Model (OSUM) model. In FY 2020, MRMPO staff will continue to work with TPAU on the development and implementation of the Activity Based Model.

***Deliverables:*** Technical memos, data and information for MRMPO and jurisdiction projects, outreach, consultation with MRMPO committees, ODOT TPAU, Oregon Model Steering Committee, Oregon MPOs, USDOT, EPA.

- Travel Demand Model Maintenance and Support (assisting and coordinating with TPAU on all tasks including:
  - Updates to area travel model.
  - Model Validation reports.
  - Updates to model documentation.
  - Project and policy analyses modeling.
  - Travel forecasts for air quality analyses.
  - Traffic volume and level-of-service maps as requested.
  - Other model outputs as requested, including percent change in VMT, VHT, and mode-split.
  - Staff and equipment needed to complete projects in a timely manner.
  - Staff training, consultation, coordination with TPAU.
  - Base year and future year scenario land use updates (household, population and employment), and supportive land use place type mapping.

- Regional Transportation Plan update.
- Local jurisdictional Transportation System Plan.
- MRMPO GIS
  - Updated MRMPO GIS data and maps
  - GIS data management, file storage
  - GIS user licenses

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG; *Supporting Agencies:* MRMPO member jurisdictions, ODOT TPAU, Oregon Model Steering Committee, Oregon MPOs, USDOT, and EPA

**Subtask 4.2** *Data Collection/Analysis for Addressing Title VI/Environmental Justice in the Long-range Planning Process*  
**Work Task Budget: \$5,430**  
***FHWA MPO Planning Funds, \$3,895***  
***ODOT Match for FHWA-PL funds, \$446***  
***FTA 5303 Metropolitan Planning Funds, \$1,090***  
***In-Kind Match, \$0***

This task implements MRMPO Public Participation Plan and provides funds for the development of an Environmental Justice and Title VI Plan to maintain compliance with Title VI and Environmental Justice considerations. Information contained in the plan about locations and numbers of target populations will be used as a reference for MRMPO project funding decisions. In evaluating project applications, MRMPO will consider impacts on EJ populations as identified in the Plan. Therefore it is important for the plan to contain up to date information. For FY2019, this task will support an update to the MRMPO's Title VI-Environmental Justice Plan.

This task also maintains the Title VI requirements such as; environmental justice reporting and plan-approval requirements, and Civil Rights complaint process as required by state and federal law which is included in the EJ/Title VI Plan. Task provides for continuing education of the Title VI officer in legal requirements, strategies and best practices relative to maintaining compliance with state and federal laws and guidance. Outreach and planning relating to locations of protected populations will be coordinated through the Title VI officer.

*Deliverables:*

- MRMPO Title VI & EJ yearly report;
- Update data for the Title VI & EJ plan;
- Plan implementation including maintaining data base of contacts and sources;
- Title VI officer training; and
- Develop GIS maps of distribution of underserved populations.

*Timeframe:* Ongoing July - June

*Lead Agency:* RVCOG; *Supporting Agencies:* MRMPO member jurisdictions, ODOT TPAU, and USDOT



## 5.0 Transit Planning

**Budget:** *Work Task Budget: \$26,959*  
**Funding Source:** *FHWA MPO Planning Funds, \$5,842*  
*ODOT Match for FHWA-PL funds, \$223*  
*FTA 5303 Metropolitan Planning Funds, \$5,448*  
*Local Match, \$15,000*

**Description:** Josephine Community Transit (JCT) is the transit provider within the MRMPO. The MPO staff will work with JCT staff to develop a safety and security plan.

**Subtask 5.1** *Transit Planning Assistance*  
*Work Task Budget: \$5,984*  
*FHWA MPO Planning Funds, \$1,947*  
*ODOT Match for FHWA-PL funds, \$223*  
*FTA 5303 Metropolitan Planning Funds, \$3,814*  
*In-Kind Match, \$0*

*Deliverables:*

- Assist as needed with Transit Planning

*Timeframe:* July – December

*Lead Agency:* ODOT; *Supporting Agencies:* RVCOG, Josephine Community Transit (JCT),

**Subtask 5.2** *Transit Planning Assistance*  
*Work Task Budget: \$20,975*  
*FHWA MPO Planning Funds, \$3,895*  
*ODOT Match for FHWA-PL funds, \$446*  
*FTA 5303 Metropolitan Planning Funds, \$1,634*  
*Local Match, \$15,000*

*Deliverables:*

- Assist with Development of Safety and Security Plan

*Timeframe:* July – June

*Lead Agency:* RVCOG; *Supporting Agencies:* Josephine Community Transit (JCT), ODOT

**Subtask 5.3**   ***JCT Ridership Survey and Report***  
***Work Task Budget: \$17,276***  
***FHWA MPO Planning Funds, \$0***  
***ODOT Match for FHWA-PL funds, \$0***  
***FTA 5303 Metropolitan Planning Funds, \$15,500***  
***Local Match, \$1,774***

*Deliverables:*

- Survey Instrument
- Tallied results
- Final Report

*Timeframe:*        July – June

*Lead Agency:*     RVCOG; *Supporting Agencies:* Josephine Community Transit (JCT),  
ODOT

**Figure 3: Summary MRMPO FY2019-20 Budget–Transportation Planning Funds by Source and Activity**

| MRMPO DRAFT FY 2019-20 UPWP BUDGET                     |                                   |                       |                 |                    |                 |                                   |                     |
|--|-----------------------------------|-----------------------|-----------------|--------------------|-----------------|-----------------------------------|---------------------|
| Transportation Planning Funds by Source and Activity   |                                   |                       |                 |                    |                 |                                   |                     |
|  | FHWA MPO<br>Planning<br>Funds (1) | PL State<br>Match (1) | FTA 5303<br>(2) | Local<br>Match (2) | MPO Dues<br>(3) | Region 3<br>Planning<br>Funds (4) | Total<br>Budget (5) |
| <b>Work Tasks</b>                                      |                                   |                       |                 |                    |                 |                                   |                     |
| <b>1. Program Management</b>                           |                                   |                       |                 |                    |                 |                                   |                     |
| 1.1 Office & Personnel Mgmt: Fiscal & Grant Admin.     | \$87,635                          | \$10,030.19           | \$31,491        | \$0                | \$9,603         | \$0                               | \$138,849           |
| 1.2 UPWP Development & UPWP Progress                   | \$3,895                           | \$445.79              | \$1,400         | \$0                | \$0             | \$0                               | \$5,744             |
| 1.3 Public Education and Involvement Program           | \$1,947                           | \$222.89              | \$1,400         | \$0                | \$0             | \$0                               | \$3,573             |
| 1.4 Interagency & Jurisdictional Coordination          | \$13,632                          | \$1,560.25            | \$3,499         | \$0                | \$0             | \$0                               | \$18,703            |
| Totals   | \$107,109                         | \$12,259              | \$37,790        | \$0                | \$9,603         | \$0                               | \$166,761           |
| <b>2. Short Range Planning</b>                         |                                   |                       |                 |                    |                 |                                   |                     |
| 2.1 TIP Activities                                     | \$13,632                          | \$1,560.25            | \$3,499         | \$0                | \$0             | \$0                               | \$18,703            |
| 2.2 Air Quality Conformity                             | \$1,947                           | \$222.89              | \$700           | \$0                | \$0             | \$0                               | \$2,872             |
| 2.3 Local Jurisdictional Coord. & Technical Assistance | \$1,947                           | \$222.89              | \$700           | \$0                | \$0             | \$0                               | \$2,872             |
| 2.4 STBG & CMAQ Project Funds Management               | \$5,842                           | \$668.68              | \$2,099         | \$0                | \$0             | \$0                               | \$8,616             |
| 2.5 State and Federal Partner Coordination             | \$9,737                           | \$1,114.47            | \$2,799         | \$0                | \$0             | \$0                               | \$13,660            |
| Totals   | \$33,106                          | \$3,789               | \$9,797         | \$0                | \$0             | \$0                               | \$46,693            |
| <b>3. Long Range Planning</b>                          |                                   |                       |                 |                    |                 |                                   |                     |
| 3.1 ITS Coordination                                   | \$1,947                           | \$222.89              | \$1,400         | \$0                | \$0             | \$0                               | \$3,573             |
| 3.2 RTP Maintenance/Development                        | \$35,054                          | \$4,012.08            | \$10,497        | \$0                | \$0             | \$0                               | \$49,596            |
| Totals   | \$37,001                          | \$4,235               | \$11,897        | \$0                | \$0             | \$0                               | \$53,133            |
| <b>4. Data Development</b>                             |                                   |                       |                 |                    |                 |                                   |                     |
| 4.1 Research & Analysis Program                        | \$7,790                           | \$891.57              | \$2,099         | \$0                | \$0             | \$0                               | \$10,788            |
| 4.2 Data collection/analysis for Title 6 & EJ          | \$3,895                           | \$445.79              | \$1,400         | \$0                | \$0             | \$0                               | \$5,744             |
| Totals   | \$11,685                          | \$1,337               | \$3,499         | \$0                | \$0             | \$0                               | \$16,521            |
| <b>5. Transit - JOCO</b>                               |                                   |                       |                 |                    |                 |                                   |                     |
| 5.1 Transit Planning Assistance                        | \$1,947                           | \$222.89              | \$4,899         | \$0                | \$0             | \$0                               | \$7,077             |
| 5.2 Transit Safety and Security Plan                   | \$3,895                           | \$445.79              | \$2,099         | \$15,000           | \$0             | \$0                               | \$21,445            |
| 5.3 JCT Ridership Survey*                              | \$0                               | \$0                   | \$15,500        | \$1,774.04         | \$0             | \$0                               | \$17,276            |
| Totals   | \$5,842                           | \$669                 | \$6,998         | \$16,774           | \$0             | \$0                               | \$30,283            |
| <b>Totals</b>  | <b>\$194,744</b>                  | <b>\$22,289</b>       | <b>\$69,981</b> | <b>\$16,774</b>    | <b>\$9,603</b>  | <b>\$0</b>                        | <b>\$313,391</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: \$194,744; ODOT Match: \$22,289; for a Total of \$217,033 for FY 2019-20.

(2) Section 5303 funds are provided for metropolitan planning activities. Total 2018 allocation consists of 89.73% federal (\$54,481) and a required 10.27% local share. For this year's UPWP, Josephine County Transit is providing \$15,000 in FY 2018-19 STIF Formula Funds as a cash match for a total of \$69,481. Also note, for Task 5.3 carry over funds from previous fiscal years are being utilized here and JCT is matching with STIF funds.

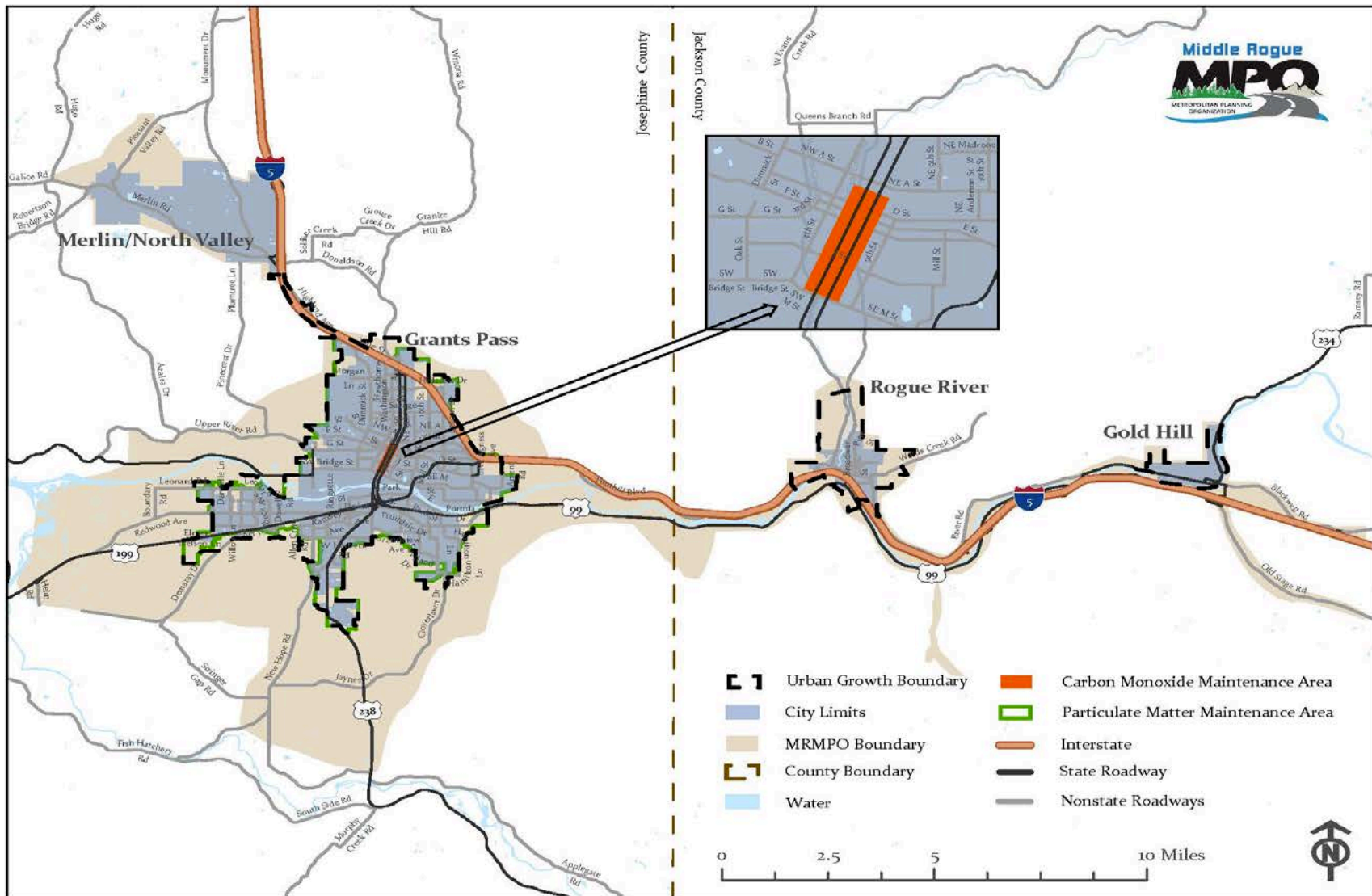
(3) MPO dues are paid by MPO member jurisdictions: Gold Hill, Grants Pass, Jackson County, Josephine County, and Rogue River.

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 anticipated 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.**

**Exhibit A: MRMPO Transportation Planning Area**



## Exhibit B: MRMPO Designation Resolution

### ROGUE VALLEY COUNCIL OF GOVERNMENTS RESOLUTION NO. 2013-1

#### **To Delegate MRMPO Decision-Making Authority to MRMPO Policy Committee**

A RESOLUTION relating to the delegation of responsibilities to the Policy Committee of the Middle Rogue Metropolitan Planning Organization (MRMPO).

WHEREAS the Governor of the State of Oregon designated the Rogue Valley Council of Governments (RVCOG) as the Metropolitan Planning Organization (MPO) for the GRANTS PASS URBANIZED AREA on March 25, 2013.

WHEREAS the RVCOG is responsible to the State of Oregon for assuring that federal and state transportation planning regulations are being met within the Middle Rogue MPO; and

WHEREAS representatives of the local governments of the Cities of Grants Pass, Rogue River, and Gold Hill and Josephine and Jackson counties, and the Oregon Department of Transportation function as the MPO (policy committee) and carry out designated functions under 23 USC Sec 134 and 49 USC Sec 5303 for the Grants Pass Urbanized Area MPO; and

WHEREAS the RVCOG Board of Directors is the contracting authority for all RVCOG functions, including the MPO function;

THEREFORE, BE IT RESOLVED THAT THE RVCOG BOARD OF DIRECTORS DOES HEREBY:

Delegate to the Middle Rogue MPO Policy Committee the responsibility for carrying out the federal transportation planning requirements under 23 USC Sec 134 and 49 USC Sec 5303, which require that each U.S. Census-designated urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative and comprehensive transportation planning process that results in plans, programs and other required products consistent with the comprehensively planned development of the metropolitan area.

Adopted by the RVCOG Board of Directors this 27<sup>th</sup> of March, 2013.



Jim Lewis, President  
Rogue Valley Council of Governments

## **PART II -- RVCOG Transportation Functions**

### **Task 6 Support to ODOT Region 3**

**Total Budget: \$120,000**

**Funding Source: Region 3 Planning Funds (ODOT)**

The Rogue Valley Council of Governments provides staff support to ODOT for administrative support to the Rogue Valley Area Commission on Transportation (RVACT).

#### **Task 6.1 Rogue Valley Area Commission on Transportation (RVACT)-Support**

*Description:* RVACT was chartered by the Oregon Transportation Commission (OTC) in March of 1997 and is an advisory committee to the OTC and ODOT. It represents the Jackson and Josephine County geographic area. RVACT is comprised of elected officials and local residents. RVACT's mission is to:

1. Provide a forum for communicating, learning and understanding transportation issues as they effect the two counties' economic opportunities and livability;
2. Prioritize state transportation infrastructure and capital investments through the development of an implementation strategy that supports transportation plans related to the Rogue Valley Area; and
3. Advise the Oregon Transportation Commission on state and regional policies affecting the Area's transportation systems.

*Key tasks:* Coordination with Region 3 and District 8 ODOT staff in the Statewide Transportation Improvement Program (STIP), preparing monthly agenda materials, meeting notices and correspondence for RVACT meetings. Also, RVCOG staff assists in the preparation of Southern Oregon region Oregon Transportation Commission (OTC) meetings.

*Deliverables:* Agenda materials, information packets, public notices, technical reports and other documents as requested by ODOT.

*Timeframe:* Ongoing July-June

*Lead Agency:* RVCOG; *Supporting Agencies:* MRMPO member jurisdictions



## PART III—ODOT Planning Projects

The projects listed below will be worked by ODOT in FY2020. They are listed for informational purposes and to coordinate this work among ODOT and the MRMPO. This coordination is in accordance with *CFR §450.314 Metropolitan transportation planning process: Unified planning work programs and §450.318.*

| Project   | Description   | Total Budget (Estimate) | Funding                             | Project Start (Estimated) | Project Finish (Estimated) |
|---|---|-------------------------|-------------------------------------|---------------------------|----------------------------|
| Transportation System Plan update for the City of Grants Pass | TSP Update  | \$300,000               | State Planning & Research (Federal) | Fall 2017                 | Fall 2019                  |
| Transportation System Plan update Josephine County            | TSP Update  | \$25,000                | State Planning & Research (Federal) | Spring 2017               | Summer 2019                |
| Transportation System Plan update for the City of Rogue River | TSP Update  | \$150,000               | State Planning & Research (Federal) | Winter 2016               | Spring 2019                |
| IAMP for Interchange 55 (Grants Pass)                         | Project to identify long-range needs and recommend improvements and management actions. | \$100,000               | State Planning & Research (Federal) | Fall 2017                 | Fall 2019                  |
| IAMP for Interchange 58 (Grants Pass)                         | Project to identify long-range needs and recommend improvements and management actions. | \$100,000               | State Planning & Research (Federal) | Fall 2017                 | Fall 2019                  |
| I-5: Exit 35 to 61  | Corridor Segment Plan to evaluate safety and operations                                 | \$250,000               | State Planning & Research (Federal) | Fall 2019                 | Fall 2021                  |
| US-199: Grants Pass to California                             | Corridor Segment Plan to evaluate safety and operations.                                | \$190,000               | State Planning & Research (Federal) | Fall 2019                 | Fall 2021                  |

\*IAMP: Interchange Area Management Plan

The Public can access information about these projects on ODOT's website:

<http://www.oregon.gov/ODOT/HWY/REGION3/pages/index.aspx>

The ODOT planning projects listed above will be coordinated with the MRMPO. MPO staff will serve on the various technical advisory committees to provide input in relationship to RTP goals and policies. The planning documents developed for these projects will be reviewed by MPO staff for consistency with the RTP.

## Transportation Planning Acronyms

|          |   |
|----------|---|
| ACT:     | Area Commission on Transportation   |
| ADA:     | Americans with Disabilities Act   |
| ADT:     | Average Daily Traffic   |
| AMPO:    | Association of Metropolitan Planning Organizations  |
| AQCD     | Air Quality Conformity Determination  |
| AQMA:    | Air Quality Maintenance Area  |
| CAAA:    | Clean Air Act Amendments  |
| CFR      | Code of Federal Regulations   |
| CMAQ:    | Congestion Mitigation & Air Quality (federal funding program)   |
| CO:      | Carbon Monoxide   |
| DLCD:    | Department of Land Conservation and Development   |
| EPA:     | Environmental Protection Agency   |
| EQC      | Environmental Quality Commission  |
| FAST Act | Fixing America's Surface Transportation Act of 2015   |
| FHWA:    | Federal Highway Administration  |
| FTA:     | Federal Transit Administration  |
| FY       | Fiscal Year   |
| FYY      | Federal Fiscal Year   |
| GIS:     | Geographic Information Systems  |
| IAMP     | Interchange Area Management Plan  |
| IGA      | Intergovernmental Agreement   |
| ITS:     | Intelligent Transportation Systems  |
| JCT:     | Josephine Community Transit   |
| LMP      | Limited Maintenance Plan  |
| LOS:     | Level of Service, a range of operating conditions for each type of road facility  |
| MAP-21   | Moving Ahead for Progress in the 21 <sup>st</sup> Century, 2012 transportation act  |
| MRMPO    | Middle Rogue Metropolitan Planning Organization   |
| MOU:     | Memorandum of Understanding   |
| MPO:     | Metropolitan Planning Organization, a planning body in an urbanized area over 50,000 in population which has responsibility for developing transportation plans for that area |
| TIP:     | Metropolitan Transportation Improvement Program   |
| NAAQS:   | National Ambient Air Quality Standards  |
| NHS:     | National Highway System   |
| NTI:     | National Transit Institute  |
| OAR:     | Oregon Administrative Rules   |
| ODEQ     | Oregon Department of Environmental Quality  |
| ODFW:    | Oregon Department of Fish and Wildlife  |
| ODOT:    | Oregon Department of Transportation   |
| OHP      | Oregon Highway Plan   |
| OMPOC:   | Oregon Metropolitan Planning Organization Consortium  |
| ORS:     | Oregon Revised Statutes.  |
| OSTI:    | Oregon Sustainable Transportation Initiative  |
| OSUM     | Oregon Small Urban Model  |
| OTC:     | Oregon Transportation Commission, ODOT's governing body   |
| OTP:     | Oregon Transportation Plan  |
| PL112:   | Public Law 112, Federal Planning Funds  |



|                     |  |
|---------------------|--|
| PM <sub>10</sub> :  | Particulate Matter of less than 10 Micrometers   |
| PM <sub>2.5</sub> : | Particulate Matter of less than 2.5 Micrometers  |
| RTP:                | Regional Transportation Plan   |
| RVACT:              | Rogue Valley Area Commission on Transportation   |
| RVCOG:              | Rogue Valley Council of Governments  |
| RVMPO:              | Rogue Valley Metropolitan Planning Organization  |
| SAFETEA-LU          | Safe, Accountable, Flexible, Equitable, Transportation Efficiency Act – A Legacy for Users |
| SIP:                | State Implementation Plan (refers to DEQ air quality plans)                                |
| SOV:                | Single Occupancy Vehicle   |
| STA:                | Special Transportation Area  |
| STIP:               | Statewide Transportation Improvement Program   |
| STP:                | Surface Transportation Program   |
| TAC:                | Technical Advisory Committee   |
| TAZ:                | Transportation Analysis Zones  |
| TCM:                | Traffic Control Measures   |
| TDM:                | Transportation Demand Management   |
| TIP:                | Transportation Improvement Program.  |
| TOD:                | Transit Oriented Development   |
| TPAU:               | Transportation Planning Analysis Unit  |
| TPR:                | Transportation Planning Rule   |
| TSP:                | Transportation System Plan   |
| UGB:                | Urban Growth Boundary  |
| UPWP:               | Unified Planning Work Program  |
| USDOT:              | U.S. Department of Transportation (includes all modal agencies)                            |
| V/C:                | Volume to Capacity   |
| VHT                 | Vehicle Hours Traveled   |
| VMT:                | Vehicle Miles Traveled   |

## **Proposed 2045 RTP Goals and Objectives**

### **GOAL 1: Cultivate, Maintain, and Enhance the Region's Economic Vitality**

#### **Objectives:**

- G1 - O1** Encourage the coordination of land use and transportation planning to ensure that developments are adequately connected by the region's transportation system and appropriately located to preserve the quality of life in surrounding areas.
- G1 - O2** Encourage transportation investments and policies that facilitate sustainable business growth and tourism growth in the region which are consistent with local and regional comprehensive plans.
- G1 - O3** Encourage economically strong regional activity centers with a mix of job, housing, services and recreation in an intermodal environment.

### **GOAL 2: Increase the Safety and Security of the Region's Transportation System**

#### **Objectives:**

- G2 - O1** Strive to reduce transportation related crashes, injuries, and fatalities using current design standards, advanced technologies, and education.
- G2 - O2** Collaborate with first responders, transportation, and health agencies as they develop emergency and disaster plans and other security related plans for the region.
- G2 - O3** Encourage transportation investments and policies that result in a higher level of personal security for pedestrians, cyclists, motorists, and users of transit.

### **GOAL 3: Increase Accessibility and Mobility Choices in the Region**

#### **Objectives:**

- G3 - O1** Improve transit effectiveness so that people can reach job sites and return home conveniently, so that employers can hire workers to work when needed (e.g., increase transit frequency).
- G3 - O2** Support a complete streets policy that promotes the use of alternative transportation modes including pedestrians, bicyclists, and transit users. Improvements could include new or improved sidewalks, bicycle routes or other accommodations, bus pullouts, and other facilities/improvements) as part of future roadway construction/reconstruction and private development projects.
- G3 - O3** Support local incentives to promote transit as a commuting option, and to encourage Transit Oriented Development (TOD).

- G3 - O4** Encourage public transportation services – such as commuter services, park and ride lots, ridesharing, and carpooling programs – which help reduce the number of single occupancy vehicle trips within the region.

**GOAL 4: Protect, Preserve, and Enhance the Social, Historical, and Natural Environments of the Region**

**Objectives:**

- G4 – O1** Pursue transportation projects and other transportation related technologies that result in positive benefits to improved air quality and energy efficiency.
- G4 – O2** Encourage transportation investments that reduce greenhouse gases, and other emissions, and support the reduction of single occupancy vehicle trips.
- G4 – O3** Ensure that transportation decisions in the region are made with full consideration of the requirements of Title VI and Environmental Justice provisions.
- G4 – O4** Encourage transportation investments that support sustainable development, enhance quality of life and promote healthy communities.

**GOAL 5: The MRMPO will use the best available technology to maximize system effectiveness:**

**Objectives:**

- G5 - O1** Encourage the use of Transportation Demand Management (TDM) principles to mitigate capacity deficiencies on congested roadways and at intersections.
- G5 - O2** Promote the installation of Park & Ride facilities where appropriate
- G5 – O3** Promote Traffic Calming Techniques. Traffic Calming refers to various design features and strategies intended to reduce vehicle traffic speeds and volumes on a particular roadway.
- G5 – O4** Consider the use of transportation technology in all projects to maximize effectiveness and safety.
- G5 – O5** Encourage greater use and acceptance of access management policies and devices (e.g. medians, turn restrictions, combined entrances) to maintain adequate transportation system capacity coordination between roadway design and land use and to enhance safety for the traveling public.

**Goal 6: Emphasize Maintenance and Preservation of the Existing Transportation System**

**Objectives:**

- G6 – O1** Prioritize investment to preserve the existing transportation system including all modes.
- G6 – O2** Encourage the efficient and safe movement of people, goods, and information with minimal adverse impacts on residents and the environment.