



## AGENDA

### Middle Rogue Metropolitan Planning Organization Policy Committee

**Date:** Thursday, July 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 #10, 20, 35, 40, 50, 80 and 100.  
Paratransit services are available for qualified individuals.

**Contact:** Rebecca Schexnayder, 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 06202019</a>	
<b>PUBLIC HEARING</b> <i>Chair will read the public hearing procedures:</i>		
3	2018–2021 Transportation Improvement Program (TIP) Amendments	Ryan MacLaren
Background	<p>The Middle Rogue Metropolitan Planning Organization (MRMPO) Policy Committee, Josephine County, State of Oregon, will hold a public hearing to review an amendment to the 2018–2021 Transportation Improvement Program (TIP) to include the following project:</p> <ul style="list-style-type: none"><li>• Region 3 ADA Scoping</li><li>• Region 3 ADA Curb Ramps (District 8)</li></ul> <p>The 21-day public comment period and public hearing was advertised on or before June 28, 2019 in the <i>Medford Mail Tribune</i>, <i>Rogue River Press</i>, and <i>Grants Pass Daily Courier</i>. Information is currently available on the MRMPO website. The TAC recommended approval at their July 9 meeting.</p>	
Attachment	#2   <a href="#">RTP/TIP Amendment Memo</a>	
Action Requested	Approval of the TIP Amendments.	

Action Items   None Scheduled		
Discussion Items		
4	<b>Discussion of Creation of Public Advisory Council</b>	<b>Ryan MacLaren</b>
<i>Background</i>	The Chair of the MRMPO Policy Committee wanted the MPO to discuss and consider the creation of a Public Advisory Council so that more community members could be involved and gain insight into the transportation planning and project development processes. Attached are current documents from the RVMPO PAC to demonstrate the way it is organized.	
<i>Attachment</i>	#3   <a href="#">RVMPO PAC Bylaws</a> #5   <a href="#">PAC Application</a> #4   <a href="#">RVMPO PAC Membership Chart</a> <a href="#">State of Florida: River to Sea Transportation Planning Organization: Citizen's Advisory Committee</a>	
5	<b>Public Comment</b> <i>*Limited to one comment per person, five-minute maximum time limit.</i>	<b>Chair</b>
Regular Updates		
6	<b>Planning Update</b>	<b>Karl Welzenbach</b>
7	<b>Other Business / Local Business</b> Opportunity for MRMPO member jurisdictions to talk about transportation planning projects.	<b>Chair</b>
8	<b>Adjournment</b>	<b>Chair</b>

- The next MRMPO Policy Committee meeting will be **Thursday, August 15 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, August 1 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

### June 20, 2019

The following attended:

Voting Members	Organization	Phone Number
Barry Eames	Grants Pass	218-1403
Mike Baker, <b>Vice Chair</b>	ODOT	957-3658
Rick Dyer	Jackson County	774-6238
Rick Riker	Grants Pass	479-7333
Rob Brandes	Josephine County	474-5460
Valerie Lovelace, <b>Chair</b>	Grants Pass	479-0952
Alternate Voting Members Present	Organization	Phone Number
Wade Elliot	Grants Pass	450-6114
Jason Canady	Grants Pass	450-6110
Staff	Organization	Phone Number
Ryan MacLaren	RVCOG	423-1360
Rebecca Schexnayder	RVCOG	423-1375
Interested Parties	Organization	Phone Number
Lesley Orr	Bike/Ped	

[MRMPO Policy Committee June 20, 2019 Agenda Packet](#)

Full meeting recording: [20190620 MRMPO Policy Committee Meeting Audio](#)

#### 1. Call to Order / Introductions/ Review Agenda 00:00–00:55

2:34 | *Quorum*: 5 voting members, regardless of jurisdiction

#### 2. Review / Approve Minutes 00:56–01:26

**01:10** | Mike Baker moved to approve the May 16, 2019 policy committee meeting minutes as presented. Seconded by Rob Brandes.

*There was no further discussion.*

*The motion carried unanimously by voice vote.*

## ***Public Hearing***

### **3. 2018–2021 Transportation Improvement Program (TIP) Amendment 01:27–06:43**

Ryan MacLaren provided background and overview of the TIP amendment.

The Chair read the public hearing procedures and opened the hearing to public comment.

No members of the public asked questions or made comments.

The Chair closed the public comment portion of the hearing.

**06:22** | Mike Baker made a motion to recommend approval to the policy committee of the 2018–2021 TIP amendment for Bus & Bus Facilities–SM Urban Josephine Co (5339) 2017 as presented. Seconded by Rick Dyer.

*No further discussion.*

*The motion passed unanimously by voice vote.*

## ***Discussion Items***

### **4. Public Comment 21:20–23:10**

## ***Regular Updates***

### **5. Planning Update 06:44–12:14**

### **6. Other Business/Local Business 12:15–21:19, 23:11–35:45**

- Valerie Lovelace brought up the announcement of the opening of RVCOG's new Food & Friends location in Grants Pass on August 6, 2019 and inquired about how to pursue suggesting that Josephine Community Transit add the location to their transit routes to better serve the community.
- Valerie Lovelace requested to have a discussion item on the July agenda about possible creation of a public advisory committee for the MRMPO.

### **7. Adjournment**

3:09 p.m.

#### *Scheduled Meetings*

MRMPO TAC | Tuesday, July 9, 2019 | 3:00 pm

MRMPO Policy Committee | Thursday, July 18, 2019 | 2:30 pm



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

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

**DATE:** July 11, 2019  
**TO:** MRMPO Policy Committee  
**FROM:** Ryan MacLaren, Senior Planner  
**SUBJECT:** TIP Amendment(s)

The Policy Committee is being asked to consider approval of the following amendment(s) to the 2018-2021 Transportation Improvement Program.

The 21-day public comment period and public hearing were advertised on or before June 26<sup>th</sup> 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(s) is enumerated, below

**A. Adjust Project in TIP: Region 3 ADA Scoping (KN 21373)**

Description: Add \$1,500,000 of ADA program funds back into project to allow scoping of ADA design in Region 3.

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														
Region 3 ADA Scoping	Scoping for all Region 3 ADA projects	n/a	Exempt - Table 2, Safety	21373	FFY2019	Planning	\$ 2,691,900	SW ADA	\$ 308,100	ODOT	\$ 3,000,000			\$ 3,000,000
						Design				\$ -			\$ -	
						Land Purchase				\$ -			\$ -	
						Utility Relocate				\$ -			\$ -	
						Construction				\$ -			\$ -	
						Other				\$ -			\$ -	
						Total FFY18-21	\$ 2,691,900		\$ 308,100	\$ 3,000,000	\$ -		\$ 3,000,000	



**Middle Rogue  
Metropolitan Planning Organization**  
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**B. Add new Project to TIP: OR99/I-5/OR62 Curb Ramps (KN 21492)**

Description: Design and construct curb ramps to meet compliance with the American with Disabilities ACT (ADA) standards on state highways in various locations in the cities of Gold Hill, Grants Pass, Rogue River, Jacksonville/Medford and White City/Eagle Point.

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																	
OR99/I-5/OR62 Curb Ramps	Design and construct curb ramps to meet compliance with the American with Disabilities ACT (ADA) standards on state highways in various locations in the cities of Gold Hill, Grants Pass, Rogue River, Jacksonville/Medford and White City/Eagle Point.	n/a	Exempt - Table 2, Safety			Planning					\$	-		\$	-		
				21492	FFY 2019	Design	\$	1,152,133	SW ADA	\$	131,867	ODOT	\$	1,284,000		\$	1,284,000
				21492	FFY 2019	Land Purchase	\$	40,378	SW ADA	\$	4,622	ODOT	\$	45,000		\$	45,000
				21492	FFY 2019	Utility Relocate	\$	144,017	SW ADA	\$	16,483	ODOT	\$	160,500		\$	160,500
				21492	FFY 2020	Construction	\$	3,704,054	SW ADA	\$	423,946	ODOT	\$	4,128,000		\$	4,128,000
						Other							\$	-		\$	-
						Total FFY 18-21	\$	5,040,582		\$	576,918		\$	5,617,500	\$	-	

**BYLAWS  
ROGUE VALLEY COUNCIL OF GOVERNMENTS (RVCOG)  
METROPOLITAN PLANNING ORGANIZATION (MPO)  
PUBLIC ADVISORY COUNCIL (PAC)**

**Article I**

Name

This council shall be known as the Public Advisory Council of the Rogue Valley Metropolitan Planning Organization (RVMPO).

**Article II**

Purpose

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

Section 1. Duties of the Public Advisory Council

- a. Represent the interests of citizens within the respective Citizen Involvement Areas delineated in the Citizen Involvement Areas Map, or topical area of interest, as defined in the RVMPO Public Participation Plan.
- b. Serve as a communication link between the public and RVMPO regarding transportation planning activities.
- c. Provide feedback to RVMPO staff during the development and implementation of the Regional Transportation Plan, the Metropolitan Transportation Improvement Program and air quality conformity activities.
- d. Provide recommendations to the MPO Policy Committee.

### Article III

#### Membership - Voting

##### Section 1. Membership of the Council

- a. The Council consists of representatives from Citizen Involvement Areas within the RVMPO and special interests as delineated in this section. There are nine (9) Citizen Involvement Areas with two (2) members possible from each area, representing a population of up to 25,000. When a Citizen Involvement Area population exceeds 25,000, an additional position shall be created with additional positions upon each incremental population increase of 25,000. Any area with more than the specified number of members as of the date these bylaws are adopted may retain those members until their terms are completed. Seven (7) additional positions are available, one (1) for each of the following special interests: freight industry, mass transit, minority citizens, low-income citizens, senior citizens, public health, and bicycle/pedestrian.
- b. Members of the Council must reside, own property or operate a business within the Citizen Involvement Area that they represent, or within the MPO boundary if representing a special interest group.
- c. Public Advisory Council members will be approved by the MPO Policy Committee.

##### Section 2. Appointment and Tenure of Council Membership

- a. Vacancies in an office shall be publicly announced. Potential members shall submit a statement of interest, and when more than one citizen applies to serve on the Council, the selection shall be based on maintaining a broad cross section of interests. MPO staff and PAC members may solicit to groups or individuals to fill membership vacancies. Prior to any public announcement of a vacancy, the Council can recommend reappointment of a sitting member.
- b. Selection of council members shall be conducted through RVMPO's established application process, meeting the nondiscrimination requirements of Title VI of the Civil Rights Act of 1964 and Executive Order 12898.
- c. The term of office on the Council shall begin the day the member is appointed and shall continue for two years, except that such term of office shall terminate immediately upon:
  - Relocation outside the RVMPO or outside the Citizen Involvement Area which the member represents; or,
  - Unexcused absence from three regularly scheduled, consecutive meetings.



### Section 3. Voting Privileges

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

## Article IV

### Meetings

#### Section 1. Regular Meetings

- a. The Council shall hold its regular meeting on the third Tuesday of alternating months. No meeting shall be held during the month of December.

#### Section 2. Special Meetings

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

#### Section 3. Conduct of Meetings

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

## Article V

### Officers and Duties

#### Section 1. Officers

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

## Section 2. Term of Office

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

## Section 3. Duties of Officers

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

## Section 4. RVMPO Planning Program Manager

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

## Article VI

### Amendments to Bylaws

#### Section 1.

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

Approved by the RVMPO Policy Committee:

  
Mike Quilty, Chair

DECEMBER 1, 2014  
Date



***Rogue Valley  
Metropolitan Planning Organization***  
**Regional Transportation Planning**

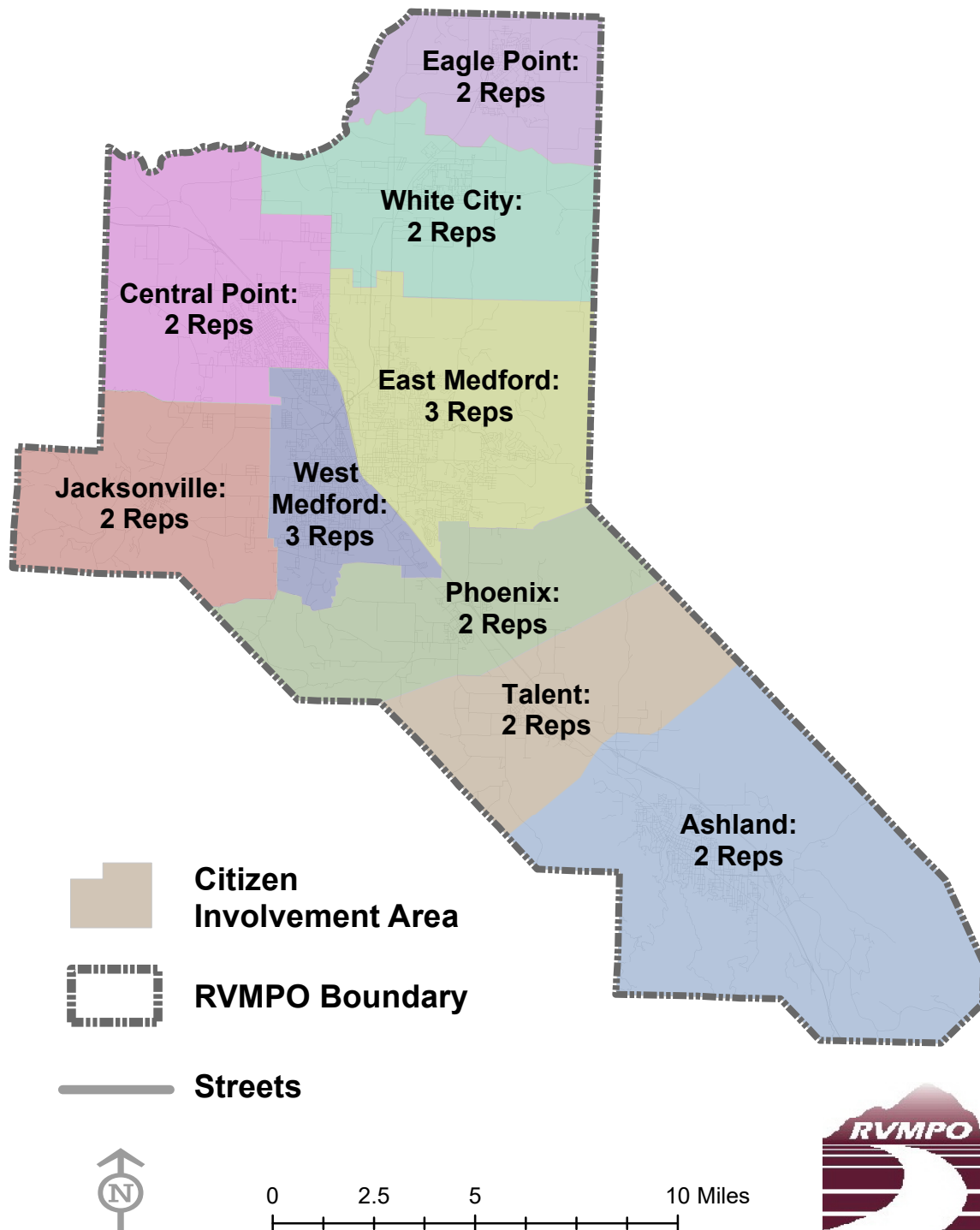
Ashland • Central Point • Eagle Point • Jacksonville • Medford • Phoenix • Talent • White City  
 Jackson County • Rogue Valley Transportation District • Oregon Department of Transportation

**Public Advisory Council Membership  
May 2019**

<b>Citizen Involvement Area</b>	<b># PAC Positions</b>	<b>Appointee</b>
Ashland	2	1) Mary Wooding (Feb 2019 – Feb 2021) 2) VACANT
Central Point	2	1) Larry Martin (April 2019 – April 2021) 2) Jennifer Boardman (May 2018 – May 2020)
Eagle Point	2	1) Mike Stanek (March 2019 – March 2021) 2) VACANT
Jacksonville	2	1) Ron Holthusen (Feb 2019 – Feb 2021) 2) VACANT
Medford	6	
East Medford	3	1) Brad Inman (Dec 2017 – Dec 2019) 2) Mark Earnest (March 2019 – March 2021) 3) VACANT
West Medford	3	1) Jim Herndon (June 2017 – June 2019) 2) Haley Cox (March 2018 – March 2020) 3) VACANT
Phoenix	2	1) George “Ike” Eisenhower (Jan 2018 – Jan 2020) 2) VACANT
Talent	2	1) Thad Keays (March 2019 – March 2021) 2) VACANT
White City	2	1) VACANT 2) VACANT

<b>Special Interest Positions</b>	<b># PAC Positions</b>	<b>Appointee</b>
Bicycle / Pedestrian Interest	1	Edgar Hee (March 2019 – March 2021)
Freight Industry	1	Mike Montero (March 2019 – March 2021)
Low Income Community Interest	1	Dylan Schettler-Moncus (July 2018 – July 2020)
Mass Transit	1	Patrick McKechnie (June 2018 – June 2020)
Minority Community Interest	1	VACANT
Public Health	1	Michael Polich (March 2018 – March 2020)
Senior	1	Robin Lee (June 2017 – June 2019)

## RVMPO Public Advisory Council: Citizen Involvement Area



	<b>Office Use Only</b>	
	Committee:	_____
	Date Rec'd:	_____
	Appointed:	Yes      No
	Appointment Date:	_____
	Term Ended Date:	_____

***ROGUE VALLEY METROPOLITAN PLANNING ORGANIZATION  
(RVMPO)***

**Public Advisory Council (PAC)  
Membership Application**

**Return Application to:**

Rogue Valley Metropolitan Planning Organization  
Rogue Valley Council of Governments  
P.O Box 3275 Central Point, OR 97502  
541-423-1338 | [www.rvmppo.org](http://www.rvmppo.org)

Email return to: [rmaclaren@rvcog.org](mailto:rmaclaren@rvcog.org)

***For background about the Rogue Valley Metropolitan Planning Organization and the role of the Public Advisory Council, please visit our website: [www.rvmppo.org](http://www.rvmppo.org)***

PLEASE PRINT

**Personal Information:**

Name: \_\_\_\_\_

Home address (include Zip code): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Telephone: (home) \_\_\_\_\_ (business) \_\_\_\_\_

Email: \_\_\_\_\_

**About PAC membership...**The Rogue Valley Metropolitan Planning Organization Public Advisory Council (PAC) makes recommendations on transportation planning issues to the RVMPO's Policy Committee. PAC members are appointed by the Policy Committee to two-year terms, representing one of the RVMPO's regional areas of interest. The PAC has positions for both geographic and special interest areas. Appointments are based on an applicant's ability to represent one of the geographic or special interest areas.

- To represent one of the **Geographic Areas** listed below and illustrated on the attached RVMPO map, you must live, own property or operate a business within that area. You do not have to live within city limits. Please refer to the RVMPO map or call Ryan MacLaren at 423-1338 for clarification.
- **Special Interest Areas** represent the freight industry, mass transit, low-income citizens, minority citizens, senior citizens, public health, and bicycle/pedestrian. Low-income and minority representatives do not have to be low-income or a racial minority, but would advocate for the concerns of those communities. Special interest representatives may live, own property, or operate a business anywhere within the RVMPO.

**Please indicate below the Geographic Area, or special interest that you would represent. Select only one from the following list, section (A) or (B) below.**

**A. Geographic Area** (*see Citizen Involvement Area map on the last page*):

- |                                       |  |                                       |
|---------------------------------------|--|---------------------------------------|
| <input type="checkbox"/> Ashland      | <input type="checkbox"/> Central Point | <input type="checkbox"/> Eagle Point  |
| <input type="checkbox"/> Jacksonville | <input type="checkbox"/> East Medford  | <input type="checkbox"/> West Medford |
| <input type="checkbox"/> Phoenix      | <input type="checkbox"/> Talent        | <input type="checkbox"/> White City   |

- B. Special Interest Area:** ☐ Freight industry    ☐ Mass Transit    ☐ Minority Citizens
- ☐ Low Income Citizens    ☐ Senior Citizens    ☐ Bicycle/Pedestrian
- ☐ Public Health

(Continued on Next Page)

**1. What experience, interest, knowledge or qualifications would you bring to the Public Advisory Council?**

**2. Why do you want to become a member of the Public Advisory Council?**

**Signature:**

**Date:**

**Thank You!**

## **POLICY STATEMENTS REGARDING CITIZEN APPOINTMENTS**

- The council consists of representatives from Citizen Involvement Areas within the RVMPO and special interests. There are nine Citizen Involvement Areas with at least two members possible from each area, representing a population of up to 25,000. An additional position is created when an area exceeds 25,000 in population. The council may have as many as six at-large members, one each representing the following: freight industry, mass transit, minority citizens, low income citizens, senior citizens, public health, and bicycle/pedestrian.
- Members of the council must reside, own property, or operate a business within the Citizen Involvement Area that they represent.
- Public Advisory Council members will be approved by the RVMPO Policy Committee.
- Vacancies on the PAC shall be publicly announced. Potential members shall submit a statement of interest. When more than one person applies for a position, selection shall be based on maintaining a broad cross-section of interests on the council. If no one responds to the public announcement, staff and PAC members may solicit to groups or individuals to fill membership vacancies.
- Selection of council members shall be conducted through RVMPO's established application process, meeting the nondiscrimination requirements of Title VI of the Civil Rights Act of 1964, Executive Order 12898.
- The term of office shall begin the day the member is appointed to the council and shall continue for two years, except that such term of office shall terminate immediately upon:
  - a. Relocation outside the RVMPO, or the Citizen Involvement Area that the member represents; and
  - b. Unexcused absence from three regularly scheduled, consecutive meetings.

**Please Note:** These policy statements are from Public Advisory Council bylaws, viewable via this link:  
[https://www.rvmppo.org/images/public-advisory-council/bylaws/PACBylawsAmended\\_12-01-14.pdf](https://www.rvmppo.org/images/public-advisory-council/bylaws/PACBylawsAmended_12-01-14.pdf)

**Boundaries of RVMPO Citizen Involvement Areas are illustrated on the map on the next page. Medford has two Citizen Involvement Areas divided by Interstate 5.**

**For more information, contact Ryan MacLaren in the RVMPO Planning Department at 541-423-1338.**