



**AGENDA**

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

**Date:** *Thursday, September 19, 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.mrmpo.org](http://www.mrmpo.org)*

<b>1</b>	<b>Call to Order / Introductions / Review Agenda</b>	<b>Valerie Lovelace, Chair</b>
<b>2</b>	<b>Review / Approve Minutes</b>	<b>Chair</b>
<i>Attachment</i>	#1   <a href="#">MRMPO Policy Committee Draft Minutes 07182019</a>	
<b>Action Items</b>		
<b>3</b>	<b>Creation of Public Advisory Committee</b>	<b>Ryan MacLaren</b>
<i>Background</i>	The Policy Committee members previously discussed and considered the creation of a Public Advisory Committee (PAC) so that more community members could be involved and gain insight into the transportation planning and project development processes. At the July meeting the Committee requested this item to be brought back as an Action Item.	
<i>Attachment</i>	#2   <a href="#">Resolution 2019-2</a>	
<i>Action Requested</i>	Vote on the resolution to create the MRMPO Public Advisory Committee.	

Discussion Items		
<b>4</b>	<b>Workshop: Drafting of PAC Bylaws</b>	<b>Ryan MacLaren</b>
<i>Background</i>	Staff is seeking review and input for the attached draft version of bylaws for the establishment of the Middle Rogue MPO Public Advisory Committee. The bylaws will guide new members of the Public Advisory Committee and establish normal procedures and policies to follow.	
<i>Attachment</i>	#3   <a href="#">Draft Bylaws</a>	
<b>5</b>	<b>Public Comment</b> <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> Opportunity for MRMPO member jurisdictions to talk about transportation planning projects.	<b>Chair</b>
<b>8</b>	<b>Adjournment</b>	<b>Chair</b>

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| <ul style="list-style-type: none"> <li>The next MRMPO Policy Committee meeting will be <b>Thursday, October 17 at 2:30 p.m.</b> in the Courtyard Conference Room at the Grants Pass City Hall.</li> </ul>                  |
| <ul style="list-style-type: none"> <li>The next MRMPO Technical Advisory Committee (TAC) meeting will be <b>Thursday, October 3 at 1:30 p.m.</b> in the Courtyard Conference Room at the Grants Pass City Hall.</li> </ul> |

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**  
**July 18, 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
Rick Dyer	Jackson County	774-6238
Rick Riker	Grants Pass	479-7333
Rob Brandes	Josephine County	474-5460
Valerie Lovelace, Chair	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
Interested Parties	Organization	Phone Number

- [MRMPO Policy Committee July 18, 2019 Agenda Packet](#)
- **Full meeting recording:** [20190718 MRMPO Policy Committee Meeting Audio](#)

**1. Call to Order / Introductions/ Review Agenda 00:00–00:35**  
2:32 p.m. | *Quorum:* 5 voting members, regardless of jurisdiction

**2. Review / Approve Minutes 00:36–01:02**

**00:52** | *Rick Dyer moved to approve the June 20, 2019 Policy Committee meeting minutes as presented. Seconded by Barry Eames.*



**Resolution Number 2019-2**

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

**Creation of the MRMPO Public Advisory Committee**

**Whereas**, the Rogue Valley Council of Governments (RVCOG) has been designated by the State of Oregon as the Metropolitan Planning Organization (MPO) for the Grants Pass Urbanized Area; and

**Whereas**, the RVCOG has delegated responsibility for MPO policy functions to the MRMPO Policy Committee, a Committee of elected officials from Gold Hill, Grants Pass, Rogue River, Josephine County, Jackson County, and the Oregon Department of Transportation; and

**Whereas**, members of the Middle Rogue MPO Policy Committee recognized the ongoing transportation planning efforts in the Grants Pass area including the development of the 2021-2024 Transportation Improvement Program (TIP), the update to the MRMPO’s Regional Transportation Plan for 2045, and the update and development of the Transportation Systems Plans for both the City of Grants Pass and Josephine County; and

**Whereas**, the Middle Rogue MPO Policy Committee wishes to expand their public outreach and seek further public involvement and participation in the MPO planning process; and

**Whereas**, the Middle Rogue MPO Policy Committee members, as part of this expanded public outreach effort has determined to form a Public Advisory Committee to assist in this outreach effort; and

**Whereas**, the Middle Rogue MPO Technical Advisory Committee also expressed their formal support for the creation of a Public Advisory Committee; and

**NOW, THEREFORE**, the Middle Rogue Metropolitan Planning Organization Policy Committee does hereby authorize the formal creation of the MRMPO Public Advisory Committee.

Adopted by the Middle Rogue Metropolitan Planning Organization Policy Committee on this 19<sup>th</sup> day of September 2019.

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Valerie Lovelace  
MRMPO Policy Committee Chair

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

**Article I**

Name

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

**Article II**

Purpose

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

Section 1. Duties of the Public Advisory Committee

- 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 **MRMPO Public Participation Plan**.
- b. Serve as a communication link between the public and the MRMPO regarding transportation planning activities.
- c. Provide feedback to MRMPO staff during the development and implementation of the Regional Transportation Plan, the Transportation Improvement Program and air quality conformity activities.
- d. Provide recommendations to the MPO Policy Committee.

## Article III

### Membership – Voting

#### Section 1. Membership of the Committee

- a. The Committee consists of representatives from Citizen Involvement Areas within the MRMPO and special interests as delineated in this section. There are eight (8) Citizen Involvement Areas. These are:
  - City of Grants Pass, 3 members
  - City of Rogue River, 1 member
  - City of Gold Hill, 1 member
  - Josephine County, 2 members
  - Jackson County, 1 member
- b. Seven (7) additional positions might be considered, 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.
- c. Members of the Committee must reside, own property or operate a business within the jurisdiction that they represent within the MPO boundary, or within the MPO boundary if representing a special interest group.
- d. Public Advisory Committee members will be approved by the MPO Policy Committee.

#### Section 2. Appointment and Tenure of Committee 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 Committee, 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 Committee can recommend reappointment of a sitting member.
- b. Selection of committee members shall be conducted through MRMPO'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 Committee shall begin the day the member is appointed and shall

continue for two years, except that such term of office shall terminate immediately upon:

- Relocation outside the MRMPO or outside the Citizen Involvement Area which the member represents; or,
- Unexcused absence from three regularly scheduled, consecutive meetings.

### Section 3. Voting Privileges

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

## Article IV

### Meetings

#### Section 1. Regular Meetings

- a. The Committee shall hold its regular meeting on the 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 MRMPO's Planning Program Manager's designated staff on seven (7) days notice.
- c. The person calling such special meeting shall fix the time and place for holding of such meeting.

#### Section 3. Conduct of Meetings

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



## **Article V**

### **Officers and Duties**

#### Section 1. Officers

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

#### Section 2. Term of Office

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

#### Section 3. Duties of Officers

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

#### Section 4. MRMPO Planning Program Manager

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

**Article VI**

**Amendments to Bylaws**

Section 1.

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

Approved by the MRMPO Policy Committee:

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Valerie Lovelace, Chair

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Date