

<p style="text-align: center;">SUMMARY MINUTES MIDDLE ROGUE MPO JOINT POLICY/TAC COMMITTEE MEETING APRIL 30, 2013</p>
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The following attended:

NAME	REPRESENTING	PHONE
<u>MPO Policy Committee</u>		
Aaron Cubic for Darin Fowler	Grants Pass	660-3696
Don Skundrick	Jackson County	774-6118
Terry Haugen for Lily Morgan	Grants Pass	476-6168
Michael Black for Mark Gatlin	Grants Pass	441-7674
Mike Baker	ODOT	957-3658
Pam VanArsdale	Rogue River	660-4414
Robert Brandes	Josephine County	474-5460
Simon Hare	Josephine County	474-5221

Policy Committee Members Absent

Gus Wolf	Gold Hill	621-9653
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MPO TAC Members Present

Rick Hohnbaum	Gold Hill
Ian Horlacher	ODOT
Josh LeBombard	DLCD
Scott Chancey	Josephine County

Staff

Michael Cavallaro	RVCOG	423-1335
Vicki Guarino	RVCOG	423-1338
Dan Moore	RVCOG	423-1361
Sue Casavan	RVCOG	423-1360

1. Call to Order / Introductions/ Review Agenda

Vicki G. called the meeting to order at 2:10 p.m. Committee began with introductions.

2. Review / Approve Minutes

No minutes to approve, first meeting.

3. Public Comment

Simon H. recommended only one public comment agenda item with a limited time of 2-3 minutes (limited time, one comment per person, per meeting). Vicki G. said the public will be

informed that the Policy Committee will allow one comment per person, per meeting, with a three minute time limit except at the direction of the chair. Pam V. suggested one comment for five minutes. Members agreed and Vicki G. said she we will put a note on the agenda that public comment is limited to one comment per person with a five minute time limit maximum.

4. Election of Policy Committee Chair and Vice Chair

Simon H. nominated Darin F. Seconded by Don S. Simon H. closed the nominations. Committee unanimously elected Darin F. for MRMPO Chair.

Don S. nominated Pam V. Seconded by Mike B. Simon H. closed the nominations. Committee unanimously elected Pam V. for MRMPO Vice Chair.

5. Direct Recipient Designation

Dan M. informed members that the MRMPO Policy Committee is being asked to establish a “Direct Recipient” of Federal Transit Administration (FTA) Urbanized Area Formula Program (5307) funds. Josephine County currently provides transit service within parts of the MPO area and would be the direct recipient of the FTA 5307 funds. He pointed out that the new funds will require a larger match.

He indicated that ODOT Public Transit Division outlined the following steps to be followed for designating the “Direct Recipient” of FTA 5307 funds:

- MRMPO Policy Committee adopts a resolution naming the Josephine County as the “Direct Recipient” of FTA 5307 transit funds
- Josephine County adopts a resolution accepting the “Direct Recipient” status
- Josephine County legal counsel provides a legal opinion that Josephine County is eligible for Federal Transit Funds
- All three items are forwarded to ODOT Transit Division for State authorization
- The Governor authorizes federal funds for designated “Direct Recipient”
- Concurrence from FHWA and FTA for the “Direct Recipient” status (about one month)
- “Team Web” training to access funding online (about one week)

Scott Chancey emphasized that Josephine County was currently the direct recipient so this would be just a formality. He pointed out that transit funds for rural are currently about \$250,000 and for urban they will be about \$714,000. There will be about \$400,000 that the region will not be able to use because there are no matching funds. There will be an increase of \$57,000 for the local match.

On a motion by Don S. and seconded by Simon H. the committee unanimously adopted Resolution 2013-1 designating Josephine County as the Direct Recipient of FTA 5307 funds.

6. Unified Planning Work Program (UPWP) 2013-2014

Vicki G. informed members that the UPWP identified the key planning tasks and funding that will be used to carry out the MPO tasks. She noted that in the near future the MPO will set transportation priorities for this region. There will be federal planning requirements that will need to be met and the document will have a lot more detail in coming years.

She briefly discussed each section of the document and said it will become a tool for contracting planning funds that are identified in the document.

She described in greater detail what the Air Quality Conformity Determination (AQCD) will encompass and MPO future tasks that will make that possible. She emphasized that there will be a need for greater analysis to determine a plan for conformity.

She mentioned that there will be discussions about what kind of transit will be most helpful for the region.

She will bring some proposals for MPO dues to the next meeting, a few examples of what other MPOs are doing.

On a motion by Simon H. and seconded by Mike B. the committee unanimously adopted Resolution 2013-2, the FY 2014 Unified Planning Work Program (UPWP).

Don S. mentioned there will be a substantial amount of work to get the MPO going requiring the chair to be actively involved. He added that there will be a lot to learn.

7. MRMPO Policy Committee Bylaws

Vicki G. explained that many of the members were involved in creating the bylaws and presented the draft document for refinement. She asked if there were additional things members wanted the bylaws to address or thoughts on how they wanted the Policy Committee to function.

Terry H. asked if the Technical Advisory Committee (TAC) will be formed after adoption of the bylaws. Vicki G. said that the TAC could form at any time but suggested waiting for the work program process to be completed which will be after July 1st. The Policy Committee will need to decide how they want the TAC to be set up (RVMPO has planning and public works staff as members).

Committee members discussed the bylaws and VG noted the following changes:

- The first sentence references on March 20 then on the first page of the UPWP it says March 25 as the designation date. She will check on the date and make them consistent.
- Article III, Section 2 (a.), add to be provided in writing, make consistent with alternates also
- Article IV, Section 1 (a.), leave as originally written; (b.) the wording will be made consistent with the public meeting law regarding public notice; Section 3 there are two (d.)'s last one shall be (e.).
- Article V adding under Section 1 (a.) change to read "The officers of the committee shall be a chair and vice chair to be elected at the February meeting and as vacancies occur." Section 3 an item will be added to state that the chair has the authority to sign on behalf of the MPO. Section 2 "If the officer positions are vacant, the longest tenured committee member shall serve as a temporary chair." Adding a (d.) "If an officer position is vacated at any point the committee will hold an election to fill that position." Simon H. my suggestion is for (b) to read "If at any point the officer positions are vacant the longest

tenured committee member present shall serve as temporary chair of the meeting. Temporary chair will facilitate the meeting until the new chair /vice chair are elected to fill the remainder of the vacated term.” Pam V. suggested “If an officer position is vacated the longest tenured committee member present shall serve as temporary chair of the meeting. The temporary chair will facilitate the meeting until a new chair/vice chair is elected to fill the remainder of the vacated term.” Don S. asked that the committee hold off making a decision on this and have Vicki G. bring it back for a final decision. Vicki G. will send out a revised document for comment.

8. MRMPO Policy Committee Meeting Schedule

Vicki G. will send out a poll to Policy Committee members and attempt to set up a regular day each month.

9. MRMPO Next Steps

Vicki G. mentioned that the committee will need to work on forming the TAC and once that is done an orientation session will be scheduled to provide background information. She will come back next month with suggestions to set MPO dues.

10. MRMPO Planning Update

None at this time.

11. Other Business / Local Business

None received.

12. Adjournment

The meeting was adjourned at 4:00 p.m.