



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

**September 15, 2016**

The following attended:

<b>Member</b>	<b>Organization</b>	<b>Phone Number</b>
Darin Fowler, Chairman	Grants Pass	600-3696
Colleen Roberts	Jackson County	646-2878
Pam Van Arsdale, Vice Chairman	Rogue River	660-4414
Rick Riker	Grants Pass	479-7333
Christina Stanley	Gold Hill	531-3667
Dan DeYoung	Grants Pass	660-0342
Rob Brandes	Josephine County	474-5460
<b>Others</b>		
Leslie Orr	GP Bike/Ped.	
<b>Staff</b>		
Dan Moore	RVCOG	423-1361
Bunny Lincoln	RVCOG	

**1. Call to Order / Introductions/ Review Agenda**

The Chairman called the meeting to order at 2:35 p.m., and thanked the Vice Chairman for filling in for him for the past several meetings. The Committee skipped introductions.

**2. Review / Approve Minutes**

The Chairman asked if there were any changes or additions to the previous meeting minutes.

**On a motion by Colleen Roberts, seconded by Pam Van Arsdale, the minutes were approved as presented. Christina Stanley, Dan DeYoung and Mike Baker abstained.**

**Public Hearing #1:**

**3. Regional Plan (RTP) / Transportation Improvement Program (TIP) Amendments**

The Policy Committee held a public hearing to review and consider adoption of the following amendments to the 2015-2018 Transportation Improvement Program and the 2015-2040 Regional Transportation Plan:

- *Grants Pass Signal & Pedestrian Upgrades*
- *Josephine CO-5339 Bus & Facilities Program-Small Urban (15-17)*

**The Chair read the procedure for the public hearing.**

Dan Moore presented an overview of the proposed amendment to the Policy Committee was asked to consider approval of the following amendments to the 2013-2038 Regional Transportation Plan and 2015-2018 Transportation Improvement Program.

The 21-day public comment period and public hearing were advertised on or before August 26 in the Medford Tribune, Rogue River Press, Grants Pass Daily Courier, and information is currently available on the MRMPO website. Information on the new project is enumerated, below:

**A. Grants Pass Signal & Pedestrian Upgrades**

**Description:** The ODOT project consists of construction of left turn lane, signal improvements, raised median, install crosswalks, and ramp upgrades. Project locations at “M” St and 7th, (left turn lane, signal improvements, raised median) 4 intersections on 6th and 3 intersections on 7th St (RRFB’s (flashing beacons), crosswalks, and ramp upgrades) and signal and lighting installation at MP 1.2 on US 199. Phases and funding were shown in the chart accompanying the project information. An intersection breakdown was provided for Committee information. Rick Riker said that he sometimes had problems seeing the correct colors (red) in the signal lighting, due to being color blind, and the angle of the sun. He questioned whether this situation could be corrected with different light technology. Mike Baker will follow up on this with ODOT.

**Project # - 506**

**Timing - FFY 2017-18**

**Cost - \$2,664,000**

**Conformity Status - Exempt-Table 2 (Safety)**

**B. Add New Project to RTP & TIP: Josephine CO-5339 Bus & Facilities Program-Small Urban (15-17)**

**Description:** Bus replacements for small urban public transit service. Once the MPO adopts the amendment, ODOT and JOCO Transit will enter into an agreement to do the project.

**Project # - 725**

**Timing - Short**

**Cost - \$306,000**

**Conformity Status - Exempt-Table 2 (Safety)**

ODOT funding match. Implementation is expected to begin in 2017-18.

The Chair opened the public hearing.

**In support:** None received  
**In opposition:** None received

The Chair closed the public testimony.

**MOTION(S):**

**On a motion by Pam Van Arsdale, seconded by Rick Riker, the 2015-2040 Regional Transportation Plan (RTP) Amendment – Grants Pass Signal & Pedestrian Upgrades and the 2015-2040 Regional Transportation Plan (RTP) Amendment – Josephine CO-5339 Bus & Facilities Program-Small Urban (15-17) were adopted by unanimous vote.**

***Action Item:***

**4. Revisions to UPWP 2017 Budget and Work**

Dan Moore explained that the Unified Planning Work Program (UPWP) budget needs to be amended to reflect changes in the amounts of FHWA and FTA 5303 planning funds allocated to the MPO, and provided the Policy Committee (TAC) with information on proposed budget amendments to the 2016-2017 Middle Rogue Metropolitan Planning Organization (MRMPO), Unified Planning Work Program (UPWP) budget. The UPWP budget needs to be amended to reflect changes in the amounts of FHWA and FTA 5303 planning funds allocated to the MPO. The reviewed the proposed amendments and recommends approval.

FHWA planning funds for the MRMPO were reduced \$31,618 from \$215,678 to \$184,060. FTA 5303 planning funds were reduced \$1,814 from \$52,687 to \$50,873. Combined, FTA 5303 and FHWA fund reductions for the MRMPO total \$33,432. The reason for the reductions in funding is that ODOT revised the funding estimates without notifying the MRMPO until after the UPWP was adopted and the IGA sent for signature. The MRMPO was inadvertently left off of a February 2016 email notification from ODOT that went out to the Oregon MPOs with the changes to MPO funding allocations.

A total of \$33,432 needs to be deducted from the current UPWP to balance the budget. Below is a list of proposed deductions. In order to accommodate the reductions, some staff hours were reallocated to other projects (i.e., Rogue River TSP and Gold Hill LSNP). Most UPWP tasks have contingency funds built into the budget that can be used, if necessary, on the task budgets below that are being reduced. The original and revised budget sheets include the following:

**Proposed UPWP Amendments:**

1. Under Task 2.0 Short Range Planning, Subtask 2.1 TIP Activities; deduct \$10,000 in FHWA funds and \$907 in FTA 5303 funds.

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

**Work Task Budget: ~~\$51,729~~ \$40,718**

**FHWA MPO Planning Funds ~~\$46,093~~ \$36,093**

**FTA 5303 Metropolitan Planning Funds, ~~\$5,057~~ \$4,150**

**In-Kind Match, ~~\$579~~ \$475**

Funds remaining in Subtask 2.1 will be enough to cover TIP activities for FY17. This task had over \$17,000 in contingency funds budgeted (RVCOG Planning Department budget). There is \$6,500 left in contingency funds for this task.

2. Under Task 3.0 Long Range Planning, Subtask 3.1 ITS; deduct \$5,000 in FHWA funds.

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

**Work Task Budget: ~~\$15,572~~ \$10,572**

**FHWA MPO Planning Funds, ~~\$10,000~~ \$5,000**

**FTA 5303 Metropolitan Planning Funds, \$5,000**

**In-Kind Match, \$572**

The funds remaining in this task will be enough to complete the ITS regional plan. The plan will be completed in October 2016. Not much staff time is anticipated for the remaining work on this task. This task has \$1,800 remaining in contingency funds.

3. Under Task 3.0 Long Range Planning, Subtask 3.2 RTP Maintenance; deduct \$8,000 in FHWA funds.

**Subtask 3.2 RTP Maintenance**

**Work Task Budget: ~~\$22,935~~ \$14,935**

**FHWA MPO Planning Funds, ~~\$17,363~~ \$9,363**

**FTA 5303 Metropolitan Planning Funds, \$5,000**

**In-Kind Match, \$572**

The funds remaining for this task will be sufficient to maintain the RTP. There are contingency funds available from other MRMPO UPWP work tasks (i.e. TSP Assistance, Air Quality, others).

4. Under Task 3.0 Long Range Planning, Subtask 3.4 Alternative Route Plan; deduct \$8,618 in FHWA planning funds and \$907 in FTA 5303 funds.

**Subtask 3.4 Alternative Route Plan**

**Work Task Budget: ~~\$48,088~~ \$38,459**

**FHWA MPO Planning Funds, ~~\$40,000~~ \$31,382**

**FTA 5303 Metropolitan Planning Funds, ~~\$5,916~~ \$5,009**

**In-Kind Match, ~~\$677~~ \$573**

**MPO Dues, 1,495**

Funds remaining for this task will be enough to complete the route

The Revised FY 2017 UPWP Budget (Table 1) and Adopted FY 2017 UPWP Budget (Table 2) were included in the information provided to the Committee.

This is not related to CMAQ funding issues. Staff time was reduced, but all tasks will still be appropriately funded for completion. It is not anticipated that MPO contingency resources will be needed.

**MOTION(S):**

**On a motion by Pam Van Arsdale, seconded by Colleen Roberts, the Revisions to UPWP 2017 Budget and Work were adopted by unanimous vote.**

**5. MRMPO Planning Update**

- Pam Van Arsdale will attend the upcoming OMPOC meeting in Bend.
- Staff will be working with the TAC on Discretionary Funding Projects in the next month.
- Staff is working with ODOT/LCDC to create a draft Scope of Work for creating VMT benchmarks to satisfy the Transportation Planning Rule. LCDC concurrence will be sought on the 5% reduction. The process will assure that the MPO is in compliance with State regulations. The Travel Demand Model is used to estimate the vehicle miles traveled. Mike Baker explained the methodology to the Committee. The MRMPO is the first in the State to show the 5% reduction.
- The new Planning Program Manager will begin his job on October 3<sup>rd</sup>.

**6. Public Comment**  
None received.

**7. Other Business/Local Business**

- Pam Van Arsdale asked about “OREGO”. Mike Baker said it was still being tested.
- ODOT was thanked by Christina Stanley for the new 4 way stop in Gold Hill.
- Mike Baker gave an update on the I-5/Blackwell project, outlined the bike/ped route, and mentioned the Region 3 site on the webpage.

**8. Agenda Build for Next Meeting**

**9. Adjournment**

The meeting was adjourned at 3:25 p.m.

**Meeting Schedule:**

MRMPO TAC	Thursday, Oct. 6 @ 1:30 pm
MRMPO Policy	Thursday, Oct. 20 @ 2:30 pm