



AGENDA

Middle Rogue Metropolitan Planning Organization **Technical Advisory Committee**

Date: Thursday, July 6, 2017

Time: 1:30 p.m.

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

Contact: Stephanie Thune, RVCOG: 541-423-1368
MRMPO website: www.mrmppo.org

1	Call to Order / Introductions / Review Agenda	John Vial, Chair
2	Review / Approve Minutes	Chair
Attachment	#1 MRMPO TAC Draft Minutes 06/01/17	
Presentation		
3	Region 3 Active Transportation Liaison	Jenna Marmon
Background	An update with Region 3’s new Active Transportation Liaison, explaining the role of the position and opportunities for the Region.	
Attachment	None Handouts will be made available.	
Action Requested	Discuss and provide feedback on this new role.	
Action Items		
4	2015-2040 Regional Transportation Plan (RTP) and 2015-2018 Transportation Improvement Program (TIP) Amendments	Ryan MacLaren
Background	The TAC is being asked to make recommendations to the Policy Committee on the proposed RTP/TIP amendments. The 21-day public comment period and public hearing will be advertised on or before June 29 in the Medford Tribune, Rogue River Press, and Grants Pass Daily Courier; information is currently available on the MRMPO website.	

Attachment	#2 Memo: RTP/TIP Amendments	
Action Requested	Forward recommendation to the Policy Committee.	
5	Review of Bylaws	TAC Members
Background	At the June 15 th Policy Committee meeting, staff reviewed the proposed changes to the TAC Bylaws Article IV, Section 3(b) that identifies the member jurisdictions on the committee that count toward a quorum. The Policy Committee suggested that Article III, Section 1, be revised to list DLCD and DEQ as ex-officio members. It was also suggested that the proposed revision of Article IV, Section 3(b) to read: “A <i>quorum shall exist when the majority of member jurisdictions and agencies are present. Ex-officio members shall not count towards a quorum.</i> ”	
Attachment	#3 Memo and MRMPO TAC Bylaws with proposed revisions in track changes.	
Action Requested	Discussion resulting in revision recommendations to be made to the Policy Committee.	
Discussion Items		
6	Public Comment <i>*Limited to one comment per person, five minute maximum time limit.</i>	Chair
Regular Updates		
7	Updates on Currently Active MRMPO Projects	TAC Members
8	MPO Planning Update <ul style="list-style-type: none">Update on TSP/TIP/RTP Coordination in Relation to TPR Requirements	Karl Welzenbach
9	Other Business / Local Business Opportunity for MRMPO member jurisdictions to talk about transportation planning projects.	Chair
10	Adjournment	Chair

- The next MRMPO Technical Advisory Committee (TAC) meeting will be **Thursday, August 3, at 1:30 p.m.** in the Courtyard Conference Room at Grants Pass City Hall.
- The next MRMPO Policy Committee meeting will be **Thursday, July 20, at 2:30 p.m.** in the Courtyard Conference Room at Grants Pass City Hall.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT STEPHANIE THUNE, 541-423-1368. 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.



Minutes
Middle Rogue MPO Technical Advisory Committee
June 1, 2017

The following attended:

Voting Members	Organization	Phone Number
Chuck DeJanvier	Josephine County	474-5460
Ian Horlacher	ODOT	423-1362
Jason Canady	Grants Pass	450-6110
John Vial, Chair	Jackson County	774-6238
Scott Chancey	Josephine County Transit	474-5441
Alternate Voters / For	Organization	Phone Number
Tom Schauer for Lora Glover	Grants Pass	450-6072
Staff	Organization	Phone Number
Karl Welzenbach	RVCOG	423-1360
Ryan MacLaren	RVCOG	423-1338
Stephanie Thune	RVCOG	423-1368
Interested Parties	Organization	Phone Number
Chris Bucher	FHWA	
Lesley Orr	Bike/Ped	707-218-4025
Neil Burgess	Josephine County	

1. Call to Order / Introductions / Review Agenda

- Chair John Vial called the meeting to order at 1:34 p.m.; introductions followed.
- Due to lack of a quorum at the time of the Call to Order, the Chair requested that for all future meetings with action items on the agenda – even if a quorum has already been confirmed – all members be contacted again prior to the meeting to a) respond if they have not yet done so, or b) re-confirm their confirmations.

- In order to accommodate the lack of a quorum at the meeting's outset, a presentation from agenda item 6, "Updates on Currently Active MRMPO Projects," took place prior to the listed action items.

Note: *Despite this procedural alteration, the minutes reflect all agenda items in their original order.*

- During the presentation, another voter arrived; the quorum was met with voting members from Grants Pass, Jackson County, Josephine County, and ODOT in attendance.

2. Review / Approve Minutes

The Chair asked if there were any changes or additions to the minutes of the March 4 meeting.

Chuck DeJanvier moved to approve the March 4 MRMPO TAC meeting minutes as presented. Scott Chancey seconded. *The motion carried unanimously by voice vote.*

Action Items:

3. 2015-2040 Regional Transportation Plan (RTP) and 2015-2018 Transportation Improvement Program (TIP) Amendments

Josephine County has requested that the MRMPO RTP and TIP be amended to include the following two projects:

- JCT – 5307 Transit Operations (FY16)
Description: "*Transit Operating Assistance*"
- JCT – 5307 Transit Operations (FY17)
Description: "*Transit Operating Assistance*"

Notice of a public hearing and comment period regarding the amendment was published in the Rogue River Press on Wednesday, May 24, and in the Grants Pass Courier and Medford Mail Tribune on Thursday, May 25. The 21-day public comment period will conclude on June 15, on which day the MRMPO Policy Committee meeting will conduct a public hearing and vote on the item.

Ian Horlacher moved that the TAC Committee recommend approval of the 2015-2040 MRMPO RTP and 2015-2018 MRMPO TIP amendments to the Policy Committee. Scott Chancey seconded. *The motion carried unanimously by voice vote.*

4. 2015-2040 Regional Transportation Plan (RTP) Amendments and 2018-2021 Transportation Improvement Program (TIP) Re-Adoption

Karl Welzenbach reported that, although both the MRMPO and RVMPO met ODOT's deadline for 2018-2021 TIP approval, ODOT subsequently changed items in its STIP. As a result – and since the two documents' projects must match identically – ODOT is requesting that both MPOs re-adopt (not amend) their 2018-2021 TIPs to include the previously omitted STIP projects.

Ryan MacLaren highlighted details of information provided in the agenda packet regarding the project additions/removals; most involved changes to names, changes to funding specifications, or the addition of project phases. MacLaren explained that none of the projects impact the conformity analysis or how the projects' funds are allocated.

In order to prevent such extensive amendments and potential TIP re-adoptions in future years (with possible project funding penalties as a result), Welzenbach noted that efforts are underway and will be ongoing to overhaul the TIP/STIP coordination process from preparation through submittal stages.

Scott Chancey moved that the TAC Committee recommend approval of the 2015-2040 MRMPO RTP amendments and 2018-2021 MRMPO TIP re-adoption to the Policy Committee. Jason Canady seconded. *The motion carried unanimously by voice vote.*

Discussion Items:

5. Public Comment

None voiced.

Regular Updates:

6. Updates on Currently Active MRMPO Projects

- *Josephine County:* Neil Burgess gave a comprehensive update regarding the “Merlin Road/Galice Road Sidewalk Improvements” project (Merlin Sanitarium Road to Robertson Bridge Road). Project funding of approximately \$700,000 came via the MRMPO and has been fund-exchanged.
 - Burgess will provide Rob Brandes with a copy of the project survey to distribute at next week’s Bike/Ped meeting to gather additional feedback.
 - Chris Bucher (FHWA) commented on the importance of designing everything to be ADA compliant and recommended flashing lights and crosswalks due to the 35mph speed limit.

7. MPO Planning Update

The final CMAQ PAC meeting will be held tomorrow in Salem; to-date, twelve scenarios of the formulaic distribution have been proposed. While all MPOs are facing cuts in CMAQ funds, the two smallest MPOs (RVMPO and MRMPO) are facing the biggest ones, while Portland’s will be smallest. The range scenarios are as follows:

MPO	Worst % Cut	Best % Cut	Potential Funding Increase
RVMPO	75%	31%	n/a
MRMPO	88%	18%	n/a
Portland	19%	n/a	11%

If a more equitable distribution method – and very solid recommendation to the OTC – cannot be decided upon at tomorrow’s meeting, one potential step could be to ask Congressman Walden to write a letter requesting FHWA to render an interpretation of the regulations.

Welzenbach also reported that transportation bill HB 2017-3 currently states that, “(G) *The governing body of the Middle Rogue Congestion Relief District shall be the Rogue Valley Metropolitan Planning Organization Policy Committee.*” Welzenbach and RVMPO Chair Mike Quilty will contact legislators to recommend this be changed to have the MRMPO make its own political and taxing decisions.

8. Other Business / Local Business

None voiced.

9. Adjournment

The Chair adjourned the meeting at 2:15 p.m.

Scheduled Meetings

MRMPO Policy Committee | June 15, 2017 | 2:30 p.m.

MRMPO TAC | July 6, 2017 | 1:30 p.m.



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

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

DATE: July 6, 2017
TO: MRMPO Technical Advisory Committee
FROM: Ryan MacLaren, Associate Planner
SUBJECT: RTP/TIP Amendments

The TAC is being asked to make recommendations to the Policy Committee on the proposed RTP/TIP amendments described below and on the following pages. The Policy Committee will hold a public hearing at 2:30 p.m. on Thursday, July 20, 2017 to consider adoption of the proposed TIP and RTP amendments. The 21-day public comment period and public hearing will be advertised on or before June 29 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. Add New Project to RTP & TIP: Sand Creek Road Bridge

Description: The bridge is currently closed, and the substructure rating has been updated to show that “failure is imminent”. The existing detour is two miles long, the roadway width is narrow, and there is a blind 90- degree corner that is a concern when school busses and first responders are operating during poor weather conditions. The detour is not suitable for long-term use.

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														
Sand Creek Road Bridge	Replace Bridge	512	Exempt - Table 2, Safety								\$ -			\$ -
				21052	2017	Design	\$ 307,020	SFLP	\$ 56,980	Local	\$ 364,000			\$ 364,000
				21052	2017	Land Purchase	\$ 42,173	SFLP	\$ 7,827	Local	\$ 50,000			\$ 50,000
						Utility Relocate					\$ -			\$ -
				21052	2017	Construction	\$ 1,208,681	SFLP	\$ 224,319	Local	\$ 1,433,000			\$ 1,433,000
						Other					\$ -			\$ -
						Total FFY15-18	\$ 1,557,874		\$ 289,126		\$ 1,847,000			\$ 1,847,000



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B. Add New Project to RTP & TIP: Grants Pass-5310 E&D Transit Capital STP (17-19)

Description: Purchased Service, Preventive Maintenance and Vehicle Purchase

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	
Grants Pass														
Grants Pass-5310 E&D Transit Capital STP (17-19)	Purchased Service	238	Exempt - Table 2, Transit								\$ -			\$ -
						Design				\$ -			\$ -	
						Land Purchase				\$ -			\$ -	
						Utility Relocate				\$ -			\$ -	
						Construction				\$ -			\$ -	
				21100	2017	Other	\$ 518,812	STBG FLEX	\$ 59,380	Local	\$ 578,192		\$ 578,192	
					Total FFY15-18			\$ 518,812		\$ 59,380		\$ 578,192		\$ 578,192

C. Add New Project to RTP & TIP: Josephine Co-5310 Enhanced Mobility Program (17-19)

Description: Preventive Maintenance

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	
Josephine Community Transit														
Josephine Co-5310 Enhanced Mobility Program (17-19)	Preventive Maintenance	746	Exempt - Table 2, Transit								\$ -			\$ -
						Design				\$ -			\$ -	
						Land Purchase				\$ -			\$ -	
						Utility Relocate				\$ -			\$ -	
						Construction				\$ -			\$ -	
				21096	2017	Other	\$ 169,928	FTA 5310	\$ 42,482	Local	\$ 212,410			\$ 212,410
					Total FFY 15-18		\$ 169,928		\$ 42,482		\$ 212,410			\$ 212,410



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D. Add New Project to RTP & TIP: ORE Salt Pilot PH 2: Bridge Deck Testing & Sealing

Description: Salt testing on bridge decks; design of sealing and overlay projects, and construction of protective systems.

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														
ORE Salt Pilot PH 2: Bridge Deck Testing & Sealing	Salt Testing on Bridge Decks	511	Exempt - Table 2, Safety								\$ -			\$ -
				21076	2017	Design	\$ 184,440	STBG FLEX	\$ 15,560	ODOT	\$ 200,000			\$ 200,000
						Land Purchase					\$ -			\$ -
						Utility Relocate					\$ -			\$ -
						Construction					\$ -			\$ -
						Other					\$ -			\$ -
					Total FFY15-18		\$ 184,440		\$ 15,560		\$ 200,000			\$ 200,000



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

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DATE: June 27, 2017
TO: MRMPO Technical Advisory Committee
FROM: Dan Moore, MPO Coordinator
SUBJECT: MRMPO TAC Bylaw Revisions

At the Policy Committee June 15, 2017 meeting, staff reviewed the proposed changes to the TAC Bylaws Article IV, Section 3(b) that identifies the member jurisdictions on the committee that count toward a quorum.

During discussion, it was pointed out that the language in Article III, Section 1 “Membership of the Committee” delineates six jurisdictions (Grants Pass, Rogue River, Gold Hill, Josephine County, Jackson County and ODOT) and two agencies (DLCD and DEQ) as voting members of the committee, whereas Article IV, Section 3(b) states only that “a quorum shall exist when the majority of member jurisdictions are present,” (with no mention made of DLCD and DEQ, which thus renders them able to vote, but not counting towards the quorum). The committee concurred that if the voting members of the two agencies do not count toward the quorum, then those two agencies should be added to the “Ex-officio” list instead.

In addition to listing DLCD and DEQ as ex-officio members in Article III, Section 1, it was also suggested that the proposed revision of Article IV, Section 3(b) to read: “*A quorum shall exist when the majority of member jurisdictions and agencies are present. Ex-officio members shall not count towards a quorum.*”

Attached is a copy of the proposed revisions to the TAC bylaws. Once the TAC reviews/amends their revisions, staff will present the (revised) proposed amendments to the Policy Committee in order to begin the 30-day notification period.

After the revision of the TAC’s Bylaws is complete, the Policy Committee will schedule an agenda item to review their own Bylaws to ensure that no corollary issues exist such as those found in the TAC Bylaws.

**BYLAWS
MIDDLE ROGUE METROPOLITAN PLANNING ORGANIZATION (MRMPO)
TECHNICAL ADVISORY COMMITTEE (TAC)**

Article I

Name

This committee shall be known as the Technical Advisory Committee to the Metropolitan Planning Organization.

Article II

Purpose

The committee shall conduct, under the direction of the MRMPO Policy Committee, the technical portions of the Middle Rogue Regional Transportation Plan, including, but not limited to the following activities.

- a. Annual preparation of the Unified Planning Work Program to address transportation issues in the Grants Pass metropolitan area.
- b. Preparation of plans, programs and special studies to address transportation issues in the Grants Pass metropolitan area.
- c. Work with the MPO to ensure public participation in the transportation planning process.
- d. Preparation of the Transportation Improvement Program at intervals of no less than biannually.

Article III

Membership - Voting

Section 1. Membership of the Committee

The committee will be made up of representatives of each of the following jurisdictions and agencies:

Up to (2) representatives of:

City of Grants Pass
City of Rogue River
City of Gold Hill
Josephine County
Jackson County
Oregon Department of Transportation (ODOT)

~~A single representative of:~~

~~Department of Land Conservation and Development (DLCD)~~
~~Department of Environmental Quality (DEQ)~~

Ex-officio members of the TAC shall include:

Federal Highway Administration (FHWA)
 Federal Transit Administration (FTA)
 Oregon Division of State Lands
Department of Land Conservation and Development (DLCD)
Department of Environmental Quality (DEQ)

- b. Members may designate alternates to serve in their place.
- c. Designees may serve on a meeting-by-meeting basis or on a permanent basis.
- d. Designees serving on a permanent basis shall be afforded all the rights of a member, including the opportunity to serve as a committee officer.
- e. The committee shall have non-voting ex-officio members as appointed by the chair.

Section 2. Appointment and Tenure of Committee Membership

- a. Each jurisdiction with membership on the committee shall appoint its representatives.
- b. Members shall serve until they are replaced by their jurisdictions.

Section 3. Voting Privileges

- a. Each member shall be entitled to one vote on all issues presented at regular and special meetings at which the jurisdiction is present.

Article IV

Meetings

Section 1. Regular Meetings

- a. The committee shall hold regular meetings at such time and place determined by the committee.

Section 2. Special Meetings

- a. Special meetings may be called by the chair, vice-chair or MPO transportation staff on two days notice.
- b. The person or persons 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 the majority of member jurisdictions and agencies are present. Ex-Officio members shall not count toward a quorum.
- c. The voting on all questions coming before the MPO Technical Advisory Committee shall be by simple majority vote. Any member may ask for a roll call vote if consensus (unanimity) cannot be reached on an MPO decision item/issue. The ayes and nays shall be entered in the minutes of such meeting.
- d. All meetings shall be conducted in accordance with Roberts' Rule of Order Newly Revised and the Oregon Open Meeting Law (ORS 192.610 to 192.690) requirements will be adhered to at all times.

Article V

Officers and Duties

Section 1. Officers

- a. The officers of the committee shall be a chair and vice-chair to be elected at the February meeting.

Section 2. Term of Office

- a. The officers shall hold office for a period of one year, beginning at the close of the February meeting.

Section 3. Duties

- a. The chair shall preside at all meetings and is entitled to vote on all issues.
- b. The vice-chair shall perform all duties of the chair in the chair's absence.

Section 4. Planning Program Manager

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

Article VI

Subcommittees

Section 1. Subcommittees

- a. Subcommittees as needed shall be appointed by the chair.
- b. The members of subcommittees shall serve until the work of the subcommittees is completed, or until their successors have been elected or appointed.
- c. Subcommittees must have at least one member who is a member of the full committee.
- d. The chair and the Planning Program Manager shall serve as ex-officio members of all subcommittees.
- e. The committee, by a majority vote, may dissolve subcommittees.

Section 2. Subcommittee Meetings

- a. Meetings of each subcommittee may be called by its chair, by the chair of the TAC by any two subcommittee members or by MPO transportation staff on two days' notice. A majority of the members of each subcommittee shall constitute a quorum, and an act of the majority of the quorum present at the meeting shall constitute the act of the subcommittee.

Article VII

Amendments to Bylaws

Section 1.

- a. These bylaws may be amended or repealed or new bylaws may be adopted by a Super Majority vote of two-thirds plus one of the members of the committee present at any regular or special meeting called for that purpose. This also includes amending the bylaws to include new members. 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.

Section 2.

- a. Amendments to the bylaws shall become effective upon approval by the MRMPO Policy Committee.

Approved by the MRMPO Policy Committee:

Darin Fowler, Chair

Date