



SUMMARY MINUTES
Middle Rogue Metropolitan Planning Organization
Technical Advisory Committee (TAC)

September 1, 2016

The following people were in attendance:

MRMPO Technical Advisory Committee

<u>Member</u>	<u>Organization</u>	<u>Phone Number</u>
Chuck DeJanvier	Josephine County	474-5460
Scott Chancey, Chairman	JOCO Transit	774-6399
John Krawczyk, Vice Chair	Rogue River	582-4401
John Vial	Jackson County	774-6238
Kelli Sparkman	ODOT	774-6383
Josh LeBombard	DLCD	414-7932
Steve Scrivner for Jason Canady	Grants Pass	450-6110
<u>Staff</u>		
Dan Moore	RVCOG	423-1361
Ryan MacLaren	RVCOG	423-1338
<u>Others Present</u>		
Jasmine Harris (by phone)	Federal Highways	

1. Call to Order / Introductions / Review Agenda

The Chairman called the meeting to order at 1:30 PM.

2. Review / Approve Minutes

The Chairman asked if there were any changes or additions to the minutes of August 4, 2106.

On a motion by John Vial, seconded by Kelli Sparkman, the Committee approved the minutes as presented.

Action Items:

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

Ryan MacLaren presented an overview of the RTP amendments to the TAC.

The TAC was asked to make recommendations to the Policy Committee on the proposed RTP/TIP amendments. The 21-day public comment period and public hearing have been advertised in the Medford Tribune, Rogue River Press, Grants Pass Daily Courier, with information available on the MRMPO website.

A. Add New Project to RTP & TIP: Grants Pass Signal & Pedestrian Upgrades

Description: The 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, crosswalks, and ramp upgrades) and signal and lighting installation at MP 1.2 on US 199.

Project: 506

AQ Status: Exempt (Table 2, Safety)

FFY: 2017-18

Total = \$2,664,000 State funding, with ODOT match.

On a motion by Chuck DeJanvier, seconded by John Vial, the RTP & TIP Projects: Grants Pass Signal & Pedestrian Upgrades amendment was unanimously recommended to the Policy Committee for their approval.

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

Description: Bus replacements for small urban public transit service.

Project: 775

AQ Status: Exempt (Table 2, Safety)

FFY: 2015-17

Total = \$306,000. State funding, with ODOT match.

On a motion by John Vial, seconded by Kelli Sparkman, the RTP & TIP Projects: *Josephine CO-5339 Bus & Facilities Program-Small Urban (15-17)* was unanimously recommended to the Policy Committee for their approval.

4. Revisions to UPWP 2017 Budget and Work Plan

Dan Moore provided the Technical Advisory 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.

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 were included with the information submitted for the Committee.

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

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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 plan. Contingency funds from other work tasks in the UPWP can be used if necessary.

Mr. Moore also explained the automatic, formulaic matching funds reductions. The cuts will not create adverse impacts on the various projects. The MPO traditionally has a contingency fund that carries over from year to year, but it is not expected that this will be needed to cover this change in funding dollars.

On a motion by John Vial, seconded by Chuck DeJanvier, the Revisions to UPWP 2017 Budget and Work Plan were unanimously recommended to the Policy Committee for their approval by voice vote.

The members discussed the merits of doing electronic voting, giving members an opportunity to agree to this process when appropriate, as well as providing a comment/discussion mechanism as part of the electronic protocol.

5. MRMPO Update

- A supplemental memo was sent out by Kelli Sparkman (ODOT) regarding future fund exchanges. Exchange requests will be between the jurisdictions and RVCOG, then being processed and passed along to ODOT.
- Discretionary project applications (CMAQ and STBG funds) are being drafted. ODOT is recommending that a committee be formed in the fall (November)) to project the CMAQ funding amounts by November, 2017. The process may become competitive, but the timing

on this is unknown. It is possible take changes will have to be made in the projects once all the funding decision have been made. Project applications are due by the end of September.

- The new Program Manager will begin his job on October 3rd.

6. Public Comment No comments were offered.

7. Other Business/Local Business

- The Public Transportation Plan listening/discussion session will be held Sept 27th in White City. Reservations are required.
- Scott Chancey will be meeting with a consultant on the Transit TSP.
- The new JTC busses are on the road now.
- Mr. Chancey prefers electric vehicles, as opposed to CNG, because of economic and infrastructure factors. However, there are some inherent problems with the electronic busses that will have to be researched before any final decisions are made.

8. Adjournment

The meeting as adjourned at 2:07 pm.

Scheduled Meetings:

- *MRMPO TAC Oct. 6, 2016 @ 1:30 pm.
- *MRMPO Policy Sept. 15, 2016 @ 2:30 pm